

COMMISSION MEETING AGENDA

January 21, 1988

10:00 a.m.

Radisson Hotel

Knights Room

1433 Camino del Rio South

San Diego, CA 92108

(619) 260-0111

CALL TO ORDER

FLAG SALUTE

ROLL CALL OF COMMISSION MEMBERS

INTRODUCTIONS

APPROVAL OF MINUTES

- A. Approval of the minutes of the November 5, 1987 regular Commission meeting at the Hilton Hotel in Concord.

CONSENT CALENDAR

B.1. Receiving Course Certification Report

Since the November meeting, there have been 21 new certifications, 2 de-certifications, and 26 modifications. In approving the Consent Calendar, your Honorable Commission takes official note of the report.

B.2. Receiving Financial Report - Second Quarter FY 1987/88

The second quarter financial report will be provided at the meeting for information purposes. In approving the Consent Calendar, your Honorable Commission receives the report.

B.3. Confirming Policy Statements for Inclusion in Commission Policy Manual

Consistent with Commission instructions, statements of policy made at a Commission meeting are to be submitted for affirmation by the Commission at the next meeting. In approving the Consent Calendar, your Honorable Commission affirms the following policies:

1. Reimbursement for Training of Dispatchers

POST shall continue to reimburse law enforcement agencies for dispatcher training until implementation of regulations regarding the selection and training of dispatchers. After Commission approval of the regulations, law enforcement agencies must submit resolutions of intent to abide by the regulations as a condition for reimbursement eligibility.

2. Command College Graduate Awards

Outside entities that wish to present awards to outstanding Command College graduates should make arrangements for such with individual agencies. Awards of this type shall not be made at Command College graduations.

3. Advisory Committee Member Nominations

Associations or agencies may nominate one individual for appointment to the Advisory Committee. The Commission may reject a nominee, or review and modify this policy at anytime.

B.4 Setting Command College Tuition for Non-Reimbursable Agencies

At the January 1987 meeting, the Commission adopted a Command College tuition for all eligible non-reimbursable agencies of \$3,250. Staff was instructed to report annually on the tuition. This item recommends an increase in the Command College tuition, due to increased costs, to \$3,512 for the two year program. In approving the Command College tuition, your Honorable Commission receives the report and sets the new tuition rate effective with Class 10, commencing June 13, 1988.

B.5 Receiving Information on New Entry Into POST Specialized Program

Commission procedures provide for agencies to enter into the POST Specialized Program when qualifications have been met. In approving the Consent Calendar, your Honorable Commission notes that the Riverside County Department of Public Social Services has met the requirements and has been accepted into the Specialized Law Enforcement Program.

B.6 Receiving Information on New Entries Into POST Regular (Reimbursement) Program

Commission procedures provide for agencies to enter into the POST Regular Program when qualifications have been met. In approving the Consent Calendar, your Honorable Commission notes that the San Diego Community College District Police, Los Angeles Community College District, West Sacramento Police Department, and San Jose Community College District have met the requirements and have been accepted into the POST Regular Program.

B.7 Approving Resolution Commending POST Management Fellow Alicia Powers

In approving the Consent Calendar, your Honorable Commission adopts a resolution commending Lieutenant Alicia Powers of the Long Beach Police Department for her service as a POST Management Fellow. Lieutenant Powers successfully developed a Substance Abuse Resource Document for law enforcement.

PRESENTATIONS

PRESENTATION OF RESOLUTION TO POST MANAGEMENT FELLOW ALICIA POWERS

CERTIFICATE AND COMPLIANCE

C. Scheduling a Public Hearing to Establish Selection and Training Standards for Public Safety Dispatchers

Effective January 1, 1988, the Commission is, by virtue of changes in Penal Code Section 13510, required to establish selection and training standards for public safety dispatchers. Also as a result of this new law, local agencies may be reimbursed for selected training costs of certain dispatchers if the governing body has agreed, by ordinance or resolution, to meet the newly established selection and training standards. State or local agencies not eligible for reimbursement may participate in a specialized public safety dispatcher program, if the Commission so desires.

As a result of a field survey and consultation with subject matter experts, the initial selection and training standards are proposed to consist of the following:

Selection Standards (To be completed prior to employment)

- Medical examination
- Completion of an appropriate background investigation
- Demonstration of appropriate communication skills

Training Standards (To be completed within 12 months of employment)

- Completion of 80 hour POST certified Basic Complaint/Dispatcher Course

Probationary Period

- Satisfactory completion of probationary period of at least 12 months

Proposed standards are more completely described in the report under this tab. Proposed regulations include definition of applicability of the standards and eligibility for reimbursement. As a matter of law (PC 13523) only full time employees are eligible for reimbursement. By proposed definition, all employees, full or part time, whose normal duties include performance of complaint/dispatcher responsibilities would be subject to the standards.

Job task analysis and appropriate related research will be initiated in the 1988/89 budget year to more completely address standards for public safety dispatchers. This research may lead to future proposals for additional or more definitive standards. Staff resources to accomplish this work are included in the proposed budget for next fiscal year.

If the Commission concurs, the appropriate MOTION would be to approve a public hearing for the April 21, 1988 Commission meeting to consider the initial selection and training standards.

D. Scheduling a Public Hearing to Amend POST Regulations Relating to Obtaining the POST Certificate Within 24 Months of Employment

Effective January 1, 1988, additions to Penal Code Section 832.4 require that every peace officer listed in subdivision (a) of Penal Code 830.1, except a sheriff, elected constable or elected marshal, employed after that date shall obtain the basic certificate upon completion of probation, but in no case later than 24 months after hire (3 additional months allowed if the probationary period is 24 months), in order to continue to exercise peace officer powers. Subdivision (a) of PC 832.4 includes an undersheriff, deputy sheriff, city police officer, district police officer, deputy marshal, deputy constable and district attorney investigator.

Commission Regulation 1010 must be amended to accommodate the new law. Commission regulations currently provide that participating agencies shall be ineligible for continued participation in the POST program if they employ officers who have not acquired the basic certificate within 6 months of completion of 12 months satisfactory service. Proposed amendments will provide that officers employed by these agencies after January 1, 1988 must obtain the basic certificate within 24 months generally, or in the case of agencies with a 24 month probationary period, no later than 27 months after their employment.

Commission Procedure F-1-5(a) now provides that applicants for award of a basic certificate must acquire the certificate within 18 months from the date first employed. This procedure should be amended to provide that applicants who were employed after January 1, 1988 must have completed their department's probationary period of at least 12 months and acquire the certificate within 24 months from the date of employment, or within 27 months if the probationary period is 24 months.

Commissioners should also be aware that marshals, district attorney investigators and constables were not previously subject to PC 832.4, but now they are. This could result in future requests from officers whose departments do not participate in the POST program. Current policies allow for award of basic certificates, regardless of agency participation in the program, if all requirements are met and officers are required by law to have the certificates.

Proposed revised regulations and procedures to implement the above described changes are included in the report under this tab. Changes in Regulation 1010 requires a public hearing. Procedure F (Certificates) changes have not previously been subject to formal public hearing processes. However, it is now proposed that this change to Procedure F-1-5, as well as the entirety of Procedure F be adopted formally in accordance with public hearing/administrative law processes. This is now deemed necessary to assure full conformance with requirements of law.

If the Commission concurs, the appropriate action would be a MOTION to approve a public hearing at the July 21, 1988 Commission meeting.

TRAINING PROGRAM SERVICES

E. Report and Recommendation on POST Model Field Training Program

At the January 1985 meeting, the Commission directed staff to research POST's services concerning field training programs for law enforcement. With appropriate field involvement, a voluntary model field training program was developed. The model program is set forth in three supporting publications: 1) The Field Training Guide; 2) a Field Training Management Guide; and, 3) Field Training Officer Course Curriculum.

These three supporting publications will be forwarded to the Commission under separate cover prior to the meeting. If the Commission approves this proposed model, these publications will be printed and distributed to law enforcement agencies and appropriate course presenters.

The model program is based upon several approaches from the best existing field training programs. These values guided its development: 1) equal emphasis to training and evaluation; 2) defensible, yet fair; 3) effective and manageable; 4) adaptable and flexible; and, 5) comprehensive and up to date content.

Instructions for implementing the model program emphasize following a suggested sequence of instruction and testing. As conditions permit, the model recommends a building block concept to learning, moving from simpler to more complex tasks. The model program provides a system of evaluation using routine documentation and feedback to both trainee and management. The program is flexible in that it can be used in any size/type agency and includes provisions for agencies to train/evaluate on most agency policies.

If the Commission concurs, the appropriate MOTION would be to approve the proposed Model POST Field Training Program and authorize the distribution of the described documents.

F. Report and Recommendation on Modification to Basic Course Curriculum Incorporating Findings of the 1987 Study of Peace Officers Killed in the Line of Duty

As a result of 1985 legislation, POST conducted a study of incidents in which peace officers were killed or assaulted. At the July 1987 meeting, the Commission approved guidelines for law enforcement officer safety based upon the study. Subsequently, a study comparing the Basic Course curriculum with these guidelines was undertaken with the input of academy instructors and directors.

The study concluded that amendments to the Basic Course curriculum are necessary including the addition of nine performance objectives and significant modification of three others. Proposed additional performance objectives concern: (1) the identification of verbal/non-verbal behavior indicative of potential hostile actions by suspects; (2) identification of appropriate action to be taken after receiving a non-fatal wound; (3) use and limitations of body armor by officers, (4) tactics for cover and backup officers; and, (5) safety aspects when dealing with suspects under the influence of alcohol and/or drugs.

Proposed major modifications to existing performance objectives concern amending daytime and nighttime courses of fire by increasing the rounds fired from 25 to sixty. Half of those rounds will be fired within seven yards of the target. Another proposed amendment concerns requiring students to experience physiological stressors in the form of physical exercise prior to and/or during this course of fire.

Significantly, most of what is currently contained in the Basic Course is consistent with the guidelines. The proposed changes should help in reducing killing and assaults of peace officers. These changes will require an additional eight hours of instruction and testing; however, no increase in the Basic Course will be recommended at this time.

If the Commission concurs, the appropriate MOTION would be to approve the Basic Course curriculum changes and additions relating to Guidelines for Law Enforcement Officer Safety, effective March 1, 1988.

G. Report and Recommendation on Supervisory Leadership Institute Concept

At the October 1985 meeting, the Commission directed staff to research the concept of a Supervisory Leadership Institute. Subsequently, the Commission approved a contract with the City of Los Angeles for the services of Lieutenant Terry Cunningham to conduct the research into the concept to begin and development of the curriculum. The report under this tab describes a proposed concept for the Institute based upon research of existing training programs and input from an Advisory Committee of police executives, managers and other subject-matter experts.

The purpose of the Supervisory Leadership Institute is to develop the leadership abilities of first-line supervisors in California law enforcement. The report under this tab summarizes the findings to date on the nature of leadership and how it impacts the abilities to influence others toward the achievement of organizational goals. Leaders must have their own act together before they can become truly effective. Therefore, the Institute will begin with the ideas and values necessary for good law enforcement leadership.

Instructional methodology will include innovative/experiential teaching techniques which actively involve students working in small-group activities when appropriate. Participants will be required to complete assignments on instructional topics in advance of each session. Instructional methodology and format will be tested in a pilot before the Institute program is finalized.

Instructional format will be finalized as the curriculum is developed, but at this time serious consideration is being given to require the same group of students to progress from one seminar to the next until the full program is completed. The program will consist of an as yet undetermined number of three-day seminars, occurring once each four to six weeks over a period of several months.

The program would cost approximately \$250,000 per year, including travel and per diem. More will be known on cost after the pilot presentation. It is anticipated that a future budget change proposal will be presented to the Commission for a Senior Consultant and half-time secretary to provide for program coordination and implementation.

If the Commission concurs, the appropriate action would be a MOTION to approve the above described concept and the pilot presentation of the POST Supervisory Leadership Institute.

H. POST Reproduction/Distribution of Videotapes for Inservice and Roll Call Training

At the July 1987 meeting, the Commission directed staff to assess ways of addressing the need to make roll call videotapes available to the field along with cost options. This action was the result of input received from law enforcement agencies on the 1986 Field Needs Survey in which there was strong agreement with POST making available videotapes, etc. for brief inservice or roll call training.

POST's current role is one of facilitating the distribution of information about available media produced by law enforcement agencies by means of an annually produced media catalog and periodic POST Scripts articles. Approximately 15 law enforcement agencies produce video tapes for training which are made available at no or low cost to other agencies. The present system appears to be working reasonably well with approximately 600 requests per month received by the 15 California agencies which produce videotapes for training purposes.

Several alternatives for a more active POST role in media distribution were identified as part of this study. Analysis and field input suggest the need for a one-year pilot program. The pilot would consist of three elements:

1. POST to make more information available on existing productions and the sources for obtaining them.
2. POST to select an undetermined number of the most needed, generic, and recently produced videos and make them available at no cost to requesting agencies and basic academies.
3. POST to conduct an evaluation of the program's effectiveness with a report provided to the Commission after one year.

Other alternatives exist, ranging from regional, centralized, electronic video libraries to POST preparing and sending out roll call training programs, workbooks, bulletins, videos, etc. These alternatives will likely be more realistically assessed in the future as technology advances. (See the report for more thoughts on future possibilities.)

The recommendation is for a pilot program as outlined. The pilot program can be implemented at a maximum cost of \$75,000, which would be for contracting with a video duplication service to make and send copies. Coordination for the pilot program would be accommodated by existing staff.

If the Commission concurs, the appropriate MOTION would be to approve a one-year pilot testing program to make videotapes and videodiscs available to law enforcement agencies and certified basic academies and authorize the Executive Director to enter into contract(s) for reproduction and distribution services not to exceed \$75,000, and direct that staff report on the program at its conclusion at the April 1989 meeting.

EXECUTIVE OFFICE

I. Progress Report: Interactive Videodisc PC 832 Course

In 1985 the Commission directed staff to explore the possibility of using new technology to present the training course mandated by PC 832. In short order a contract was let and the development of California's first law enforcement interactive videodisc training course began. The report under this tab summarizes the project and describes the anticipated product.

As indicated in the enclosed report, work on this project is near completion with products expected to exceed the requirements of the contract. The contractor, Comsell, Inc., has recently made request for contract adjustment consistent with additional work performed. Staff is now reviewing this request for adjustment. At the time of finalization of this agenda, there appears to be a likelihood of proposals to the Commission for modification in the contract. Further report and recommendations as may be indicated will be made at the meeting.

J. Development of Guidelines for Law Enforcement Response to Missing Persons Complaints - Request for Authorization to Contract for Services

Assembly Bill 1073, effective January 1, 1988, requires local police and sheriffs' departments to give priority to missing person and runaway cases. This bill requires POST to develop guidelines and training for peace officers and dispatchers in the handling of such cases in Basic Course instruction no later than January 1, 1989. All law enforcement officers and dispatchers who have received their basic training before January 1, 1989 must have supplementary training by January 1, 1991.

Curriculum must be developed for the Basic, Basic Dispatcher, Dispatcher In-Service, and Advanced Officer Courses in addition to the guidelines for law enforcement response. Current staff limitations and workload precludes accomplishing these activities within the time limitations imposed by the legislation without interrupting current important programs. The legislation authorizes an appropriation of \$50,000 from the Peace Officers' Training Fund for POST to carry out these responsibilities. It is proposed the Executive Director be given the authority to contract with a unit of local government to secure the services of a Management Fellow at a cost not to exceed \$50,000.

If the Commission concurs, the appropriate action would be a MOTION to authorize the Executive Director to enter into a contract for services to conduct the research and development activities required by Assembly Bill 1073 at a cost not to exceed \$50,000. (ROLL-CALL VOTE)

COMMITTEE REPORTS

K. Finance Committee

1. Proposed Contracts for FY 1988/89

At each January meeting, the Commission receives a report on major training and administrative contracts planned for the upcoming fiscal year. Information regarding these contracts is presented in order to obtain the Commission's approval to negotiate and return the proposed contracts for final approval at the April 1988 Commission meeting. By the time of the Commission meeting, the Finance Committee will have met. The Committee recommendations will be offered at the meeting.

Proposed contracts to be negotiated for Fiscal Year 1988/89:

a. Management Course

This course is currently budgeted at \$297,289 for 22 presentations by 5 presenters:

California State University - Humboldt
California State University - Long Beach
California State University - Northridge
California State University - San Jose
San Diego Regional Training Center

Course costs are consistent with Commission guidelines, and performance by all five presenters has been satisfactory. Staff anticipates some increases over FY 1987/88 due to increased costs for instructors, coordination, facilities, and materials, although no additional presenters are planned for 1988/89.

b. Executive Development Course

This course is currently presented by California State Polytechnic University, Pomona, at a cost of \$70,270 for five presentations. Course costs are consistent with POST guidelines, and the performance of the presenter has been satisfactory. Staff anticipates some increases over FY 1987/88 expenses due to increased costs for instructors, coordination, facilities, and materials which may be allowable by tuition guidelines. Upon approval, a new contract will be negotiated for FY 1988/89.

c. San Diego Regional Training Center - Support of Executive Training including the Command College

The San Diego Regional Training Center serves as the chief contractor for a variety of training activities of the Commission conducted by the Center for Executive Development. Curriculum development as well as instructional and evaluation costs for these training activities for FY 1987/88 came to \$334,760. Upon authorization, a new contract will be negotiated for FY 1988/89.

d. Department of Justice - Training Center

The Department of Justice has provided training to local law enforcement through an Interagency Agreement with POST since 1974. During Fiscal Year 1987-88, the amount allocated to this training was \$733,889. For this amount, the Department of Justice agreed to make 182 combined presentations of 30 separate courses.

The Department of Justice has proposed to conduct the same training (with minor adjustments agreed to by POST) in Fiscal Year 1988-89 for a similar financial commitment by POST.

e. Cooperative Personnel Services - Basic Course Proficiency Test

Cooperative Personnel Services (CPS) has administered the Basic Course Proficiency Test for POST for the past seven years. CPS has demonstrated the ability to effectively administer the test at less cost than would be possible if POST staff were to administer the test.

The current year contract is for \$29,142. The proposed contract for FY 1988/89 is not expected to exceed this amount.

f. POST Entry-Level Reading and Writing

For each of the last four years, POST has contracted with Cooperative Personnel Services (CPS) and the State Personnel Board (SPB) to administer the POST entry-level reading and writing testing program. The overall quality and level of services provided by CPS and SPB over the years has been quite good.

Current fiscal year contracts total \$155,091. The proposed contracts for FY 88/89 are expected to total no more than \$135,000. The reduction of approximately \$20,000 is made possible by the recent acquisition of a high speed scanner as part of POST's new computer system which will permit POST staff to perform test answer sheet scanning and other selected services currently performed under contract.

g. State Controller's Office - Agreement for Auditing Services

Each year POST has negotiated an Interagency Agreement with the State Controller's Office to conduct audits of selected local jurisdictions which receive POST reimbursement funds. The Commission approved an agreement not to exceed \$85,000 for the current fiscal year.

Approval is requested to negotiate a similar agreement to maintain current level of service for Fiscal Year 1988/89.

h. Computer Services Contract - Third Party Maintenance Company

POST purchased its Four Phase computer in June of 1986 at the expiration of the lease with Motorola/Four Phase. The purchase was the most cost effective method of continuing computer services at POST during the period of procurement of new computer equipment. POST currently has a contract with the Third Party Maintenance Company for maintenance of the Four Phase Computer. The current year contract is for \$17,148.

Approval is requested to negotiate a similar agreement with Third Party Maintenance Company for maintenance services during Fiscal Year 1988/89.

i. Computer Services Contract - Teale Data Center

POST has an Interagency Agreement with Teale Data Center (a State Agency) for computer services. The contract provides for a link between POST's computer and the Data Center's mainframe computer. This allows POST to utilize the mainframe's power for complex data processing jobs and the storage of large data files that require more resources than POST's minicomputer can provide. The current year contract is for \$89,000.

Approval is requested to negotiate an Interagency Agreement with the Teale Data Center for computer services in 1988/89 for an amount similar to the current year's cost.

j. CALSTARS Contract, 1987/88

The mandated California Accounting and Reporting Systems (CALSTARS) requires an agreement with the Health and Welfare Data Center to provide computer linkage and necessary data processing services. The Commission approved a current year contract in an amount not to exceed \$25,000.

Approval is requested to negotiate a similar agreement to maintain the current level of required service for Fiscal Year 1988/89.

2. Review of Salary Reimbursement Rate

The Commission approved a FY 87/88 beginning salary reimbursement rate of 30% for the basic course and 40% for other courses. Expenditure and revenue experience as of the preparation of this agenda suggests that consideration may be given to increasing the reimbursement rates. The Finance Committee will review data available through December 31, 1987 and will offer their recommendation at the meeting.

L. Long-Range Planning Committee

Chairman Wasserman, who also chairs the Long-Range Planning Committee, will report on results of the Committee meeting held January 7, 1988 in Ontario. He will report the Committee's recommendation for possible Commission action on the following:

1. Proposal to Raise the Recommended Cutoff Score on POST Reading and Writing Test Range from 37-42 to 40-45
2. Team Building Workshop Study
3. Field Training Programs

M. Ad Hoc Committee on Private Security

Chairman Wasserman, who also chairs the ad hoc Committee on Private Security, will report on results of the Committee meeting held January 7, 1988 in Ontario.

N. Legislative Review Committee

Commissioner Block, Chairman of the Commission's Legislative Review Committee will report on the Committee meeting held January 21, 1988 in San Diego.

O. Advisory Committee

The Chairman of the POST Advisory Committee, will report on the Committee meeting of January 20, 1988 held in San Diego.

OLD/NEW BUSINESS

P. CORRESPONDENCE

- Letter from Chief Dean Shelton, South Lake Tahoe Police Department, requesting Commission support of amendments to Penal Code Section 832.6 to allow certain Nevada peace officers to exercise peace officer powers in California.

DATES AND LOCATIONS OF FUTURE COMMISSION MEETINGS

April 21, 1988 - Hyatt Regency - Sacramento
July 21, 1988 - Holiday Inn Embarcadero - San Diego
October 20, 1988 - Hyatt Regency - Sacramento
January 19, 1989 - San Diego (To be determined)

RECESS TO EXECUTIVE SESSION

San Francisco Patrol Special Officers Versus POST

The Commission may adjourn to executive session which, in accordance with Section 1126(q) of the Government Code, will be closed to the public. The purpose of the executive session is to discuss a legal action which has been filed by the San Francisco Patrol Special Police Officers Association.

RETURN FROM RECESS

ADJOURNMENT

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**1601 ALHAMBRA BOULEVARD
SACRAMENTO, CALIFORNIA 95816-7083

12/4/87

COMMISSION MEETING MINUTES
November 5, 1987
Concord Hilton
Concord, California

The meeting was called to order at 10:00 a.m. by Chairman Wasserman.

Commissioner Sourisseau led the flag salute.

INTRODUCTION

Chairman Wasserman introduced Sheriff Floyd Tidwell, San Bernardino County Sheriff's Department, and welcomed him as a POST Commissioner.

ROLL CALL OF COMMISSION MEMBERS

A calling of the roll indicated a quorum was present.

Commissioners Present:

Robert Wasserman, Chairman
Sherman Block
Carm Grande
Cecil Hicks
Edward Maghakian
Raquel Montenegro
Leslie Sourisseau
Floyd Tidwell
B. Gale Wilson
John K. Van de Kamp, Attorney General

Commissioners Absent:

C. Alex Pantaleoni, Vice Chairman
Robert L. Vernon

POST Advisory Committee Members Present:

Bill Shinn, Vice-Chairman, POST Advisory Committee
Joe McKeown
Gary Wiley

Staff Present:

Norman C. Boehm	- Executive Director
Glen Fine	- Deputy Executive Director
Don Beauchamp	- Assistant Executive Director
John Berner	- Bureau Chief, Standards and Evaluation
Ted Morton	- Bureau Chief, Center for Executive Development
Otto Saltenberger	- Bureau Chief, Administrative Services
Harold Snow	- Bureau Chief, Training Program Services
Darrell Stewart	- Bureau Chief, Compliance & Certificate Services
Frederick Williams	- Consultant, Training Program Services
George Williams	- Bureau Chief, Information Services
Vera Roff	- Executive Secretary

VISITOR'S ROSTER

Jim Ferranato, San Bernardino County Sheriff's Department
Leo Garfield, CADA, Los Medanos College
Jack Harper, Los Medanos College
Fred Penn, San Bernardino County Sheriff's Department

A. Approval of Minutes of April 23, 1987 Commission Meeting

MOTION - Grande, second - Montenegro, carried unanimously to approve the minutes of the April 23, 1987 regular Commission meeting at the Hilton Inn in Sacramento.

B. Approval of Consent Calendar

MOTION - Wilson, second - Maghakian, carried unanimously to approve the following Consent Calendar.

B.1. Receiving Course Certification Report

Since the July meeting, there have been 35 new certifications, 8 de-certifications, and 31 certifications.

B.2. Receiving Financial Report - First Quarter FY 1986/87

This report provided financial information relative to the local assistance budget through September 30, 1987. The report was presented and accepted and is on file at POST headquarters.

B.3. Approving Resolution Commending Former Advisory Committee Member Sheriff Floyd Tidwell

A resolution was approved commending and thanking former Advisory Committee Member Sheriff Floyd Tidwell for his service.

B.4. Approving Resolution Commending Former Advisory Committee Member Mimi Silbert, Ph.D.

A resolution was approved commending and thanking Former Advisory Committee Member Mimi Silbert, Ph.D. for her service.

PRESENTATIONS

Chairman Wasserman presented resolutions to former Advisory Committee Members Sheriff Floyd Tidwell and Mimi Silbert, Ph.D.

Bill Shinn, Vice-Chairman of the Advisory Committee, also expressed appreciation to Sheriff Tidwell and Dr. Silbert on behalf of the Advisory Committee.

EXECUTIVE OFFICE

C. Adoption of Certificate Program Modifications Approved at the July 1987 Commission Meeting

At the July 1987 Commission meeting, the Commission acted to approve changes permitting award of regular Basic Certificates to officers who have completed the regular basic course, who have satisfied selection standards, and who have completed one year's satisfactory service. Commission action also provided that the category of agency experience be recorded on the face of the certificate.

After Commission review of the proposed revisions, the following action was taken:

MOTION - Maghakian, second - Wilson, carried unanimously to adopt the following modifications to Procedure F-1, POST Administrative Manual to become effective January 1, 1988:

1. Each peace officer who satisfactorily completes the Regular Basic Course and has satisfied all applicable eligibility requirements will be issued the POST Regular Basic Certificate.
2. Each peace officer who satisfactorily completes the Specialized Basic Course and has satisfied all applicable eligibility requirements will be issued the POST Specialized Basic Certificate.
3. Each POST Basic Certificate will include the person's name, the award date, and the category of experience. The categories of experience listed on basic certificates will generally correspond to the classifications listed in Penal Code Section 830.1 et seq.
4. The POST Regular and Specialized Intermediate, Advanced, Supervisory, Management, and Executive Certificates will correspond to the type of basic certificate previously issued. These certificates will not include the category of agency experience.
5. Each currently employed peace officer who has received a POST specialized certificate and satisfactorily completed the Regular Basic Course may apply for a new regular certificate. The new date of issue will be listed on each certificate.
6. Each peace officer who moves from one type of agency to another, and thereby changes agency experience categories, may apply for a new Basic Certificate after the experience requirement in the new agency category is completed. The new certificate will include the new agency experience category.
7. In order to ensure that a designated agency category represents one year of experience in that category, applicants for award of basic certificates must have at least one year of minimum experience with their current employer. Existing policy allowing the one-year experience to be split between two employers is rescinded.

TRAINING PROGRAM SERVICES

D. Approval of Basic Course Curriculum Modifications Relating to Sensitivity and Needs of Crime Victims

Sensitivity to victims' needs is an undergirding principle for all law enforcement training. To give this training special attention, POST conducted a review of curricula dealing with crime victims. Following review of the proposed revisions, the following action was taken:

MOTION - Montenegro, second - Maghakian, carried unanimously to approve the following Basic Course curriculum changes relating to crime victims effective January 1, 1988:

2.6.0 Victimology

Learning Goal: The student will understand and have a working knowledge of crime victimology.

Performance Objectives

2.6.1 The student will identify the benefits of focusing attention on crime victims including:

- A. Community support
- B. Criminal investigation/prosecution
- C. Personal/professional satisfaction

2.6.2 The student will identify the most commonly accepted information which should be conveyed to crime victims including: [California Government Code Chapter 1144, Section 13968(C)]

- A. Victim compensation
- B. Local victim/witness services
- C. Access to police reports
- D. Case follow-up procedures and responsibilities

8.42.0 Agency Referral

Learning Goal: The student will gain knowledge relative to the agencies to which individuals can be referred.

E. Review of Institute of Criminal Investigation Concept

On October 26, 1985, the Commission approved the initial concept of a POST Institute of Criminal Investigation and directed staff to begin development of a pilot program. Staff has since completed extensive task analysis of investigative assignments and is prepared to develop curriculum based upon task analysis.

The proposed Institute concept includes POST researching investigator training and coordinating training delivery. The Institute would feature the prerequisite level core course. In addition, courses in 13 identified specialty areas of investigation will be offered. POST, presenters, and law enforcement will work together to identify and develop instructors, keep content on the cutting edge and improve the Institute's service to law enforcement.

All interested law enforcement investigators will be eligible to attend courses. Those who wish to complete the Institute program will enroll for an appropriate series of courses. POST will award graduates some special recognition such as a ribbon, pin or lapel rosette.

The development of the core criminal investigation course should be completed within six months. Simultaneous development will begin with speciality courses, with an approximate completion time period of one year.

After discussion of the proposal, the following action was taken:

MOTION - Montenegro, second - Maghakian, carried unanimously to approve the concept and implementation plan for the POST Institute of Criminal Investigation.

F. Approval of Contract with the Department of Health Services for Computer Linkage to the State Accounting System (CALSTARS)

The State-required California Accounting and Reporting System (CALSTARS) was implemented within POST on July 1, 1986. First year expenses were paid by the Department of Finance. POST was recently notified of the requirement to enter into a contract with the Health and Welfare Data Center for CALSTARS data processing services. The total cost for FY 87-88 is estimated at \$25,000. Without the requested contract, POST will not be able to perform necessary state accounting functions and will be out of compliance with State accounting requirements.

MOTION - Van de Kamp, second - Maghakian, carried unanimously by ROLL CALL VOTE to authorize the Executive Director to enter into a contract with the Health and Welfare Data Center for CALSTARS data processing services for a total contract amount not to exceed \$25,000.

G. Implementation of Dispatcher Standards Law

AB 546 [Penal Code Section 13510(c)] was signed by the Governor and will be effective January 1, 1988. The bill amends existing law to make local public safety dispatchers eligible for participation in the POST program. POST is required under the new law to establish minimum standards for selection and training of these personnel. Work is proceeding and a report will be provided at the January 1988 meeting. Recommendations will include a request for a public hearing. New applications for dispatcher participation in the POST program will be held pending adoption of the new regulations.

An immediate issue is continuation of reimbursement for dispatchers of law enforcement agencies now in the program. Current dispatcher participants will be included in the new program when it is approved. In the meantime, staff recommended continued reimbursement for dispatcher training in these agencies pending adoption of new regulations. This will allow the current program to continue until the adoption of the expanded program.

MOTION - Wilson, second - Grande, carried unanimously to approve staff recommendations concerning implementation of AB 546, including the continued reimbursement for training of dispatchers in agencies currently participating in the program until the new program is implemented.

H. Contract with City of Los Angeles for Management Fellow Lieutenant Terry Cunningham (Supervisory Leadership Institute)

At the October 1986 meeting, the Commission authorized the Executive Director to negotiate and sign a contract with a local employing jurisdiction to secure six months services of a POST Management Fellow to develop the Supervisory Leadership Institute at a cost not to exceed \$50,000. A contract was entered into with the City of Los Angeles for the period June 1 through November 30, 1987 to secure the services of Lieutenant Terry Cunningham.

The Supervisory Leadership Institute concept is being finalized following research of existing leadership programs and meetings with law enforcement representatives. The concept emphasizes the enhancement of leadership skills through instruction that is strongly rooted in values, principles and ethics. Instruction will encourage self development in those areas of personal traits needed for positive leadership.

The next phase in bringing this program into being is curriculum development. Staff recommended extension of the contract with the City of Los Angeles to retain the services of Lt. Cunningham to complete the curriculum development of the project.

MOTION - Wilson, second - Grande, carried unanimously by ROLL CALL VOTE to approve a contract extension with the City of Los Angeles for up to six months of service of POST Management Fellow Terry Cunningham at a cost not to exceed \$50,000.

I. Long Range Planning Committee

Commissioner Wasserman, Chairman of the Long Range Planning Committee, reported that the Committee met on September 17, 1987 in Ontario and reviewed the following issues:

1. Basic Course Proficiency Examination

Results of the recently completed study to correlate test scores with on-the-job performance indicated moderate to significant correlation with all aspects of performance through the probationary period.

These results suggested a need to consider whether the examination should be converted from a diagnostic measure to a required pass/fail test. The Committee discussed the potential benefits of a pass/fail exam and concluded that at the present time there is no evidence that significant improvement would be brought about through a pass/fail test. The costs of revising and maintaining the test, coupled with a lack of compelling need for change, were factors convincing the Committee that no action should be taken on this issue at this time.

2. Recommended Cutoff Score on POST Reading and Writing Test

The POST reading and writing test is voluntarily used by many agencies to screen job applicants and by a number of academies to screen student applicants. The suggested cutoff score is universally adopted or exceeded by user agencies. Results of a recent study show a strong correlation between scores on the test and performance on the job. The study results also suggest a job related basis for increasing the recommended cutoff score. After reviewing study results and projected impact of a higher cutoff score on the applicant pool and the impact on protected classes, there was consensus that staff should contact the agencies and academies that would be affected by an increase in the cutoff score. After this feedback and is received, the Committee will review the matter at a future meeting.

3. Private Security

The Committee reviewed the private security issue, noting that in 1986 the Commission directed staff to look into issues surrounding private security. A meeting co-sponsored by POST and CPOA brought together all major groups concerned with law enforcement and private security. The meeting resulted in agreement to work to improve communications and understanding between public law enforcement and private security. POST agreed to publish a POSTScripts article and to review existing training on the role of private security.

The Commission discussed the issue and expressed a desire for more information. During discussion by the Commission, staff reported that private security is under the jurisdiction of the Department of Consumer Affairs. The Commission expressed interest in being informed on the Department of Consumer Affairs' selection requirements and training standards for private security personnel. Staff was instructed to work on the matter and to report back at a future meeting. The Commission also asked that the POST Advisory Committee be involved in this review process.

4. Reimbursement Plans

The Committee received a report on the assessment of the current reimbursement plans for certified courses. The system is apparently working well overall, but concerns were identified over the application of salary reimbursement to some inservice training courses, while other inservice courses do not include salary reimbursement.

Staff will study improvements in tracking reimbursement by individual officers as they complete mandated or discretionary training resulting from the new computer system. If feasible, related changes in salary reimbursement policy could be considered in the future after the system comes on line. There was Commission consensus that this study should proceed and that the Commission should review the issue at a future meeting.

K. Legislative Review Committee

Commissioner Wilson, representing the Legislative Review Committee in the absence of Committee Chairman Block, reported that the Committee met just prior to the Commission meeting.

In addition to reviewing legislative activity during 1987, the Committee discussed possible legislative action which could assist the Commission in addressing the continuing problem associated with recruiting qualified POST consultants. After discussion of this issue further by the full Commission, the following motion was passed:

MOTION - Sourisseau, second - Wilson, carried unanimously to authorize a study of alternatives to deal with the POST consultant recruitment and retention issues.

The Committee also recommended that the Commission authorize staff to explore alternatives to amend Senate Bill 1439, the POST sponsored measure to increase revenues into the Peace Officer Training Fund.

MOTION - Wilson, second - Grande, carried unanimously to authorize the Executive Director to negotiate a compromise version of SB 1439 with the concerned groups.

N. Advisory Liaison Committee

Bill Shinn, Vice Chairman of the Advisory Committee, reported that the Advisory Committee met on November 4, 1987 in Concord. He reviewed the items discussed at the meeting and pledged Committee support on the assignment of the private security issue.

O. Capital Improvement Committee

The Commission's ad hoc Capital Improvement Committee met on October 20, 1987 in Los Angeles. The Committee reviewed the needs statement and concept of the regional skill centers in preparation for a meeting with the Governor's staff in early December.

M. Command College Committee

Commissioner Grande, Chairman of the Commission's ad hoc Command College Committee, reported that the Committee met via telephone conference call on October 21, 1987. The Committee reviewed the proposal from the American

Justice Institute to make awards to outstanding Command College graduates. The Committee recommended that the Commission decline and express appreciation to American Justice Institute for the offer to make award of this kind.

MOTION - Wilson, second - Maghakian, carried unanimously to approve the Committee's recommendation.

N. Policy on Appointments to the Advisory Committee

After review of the current POST Commission policy concerning appointment of members to the Advisory Committee, the following action was taken:

MOTION - Tidwell, second - Maghakian, carried unanimously to require only one nominee from associations or agencies represented on the Advisory Committee, with the understanding that this policy can be reviewed or modified if the need arises.

O. Correspondence

Letter from CSSA re Nomination for Vacancy on Advisory Committee

MOTION - Van De Kamp, second - Montenegro, carried unanimously to appoint Sheriff Cois Byrd to the POST Advisory Committee.

DATES AND LOCATIONS OF FUTURE COMMISSION MEETINGS

January 21, 1988 - Radisson Hotel - San Diego

April 21, 1988 - Hyatt Regency - Sacramento

July 21, 1988 - Holiday Inn Embarcadero - San Diego

October 20, 1988 - Hyatt Regency - Sacramento

ADJOURNMENT - 2:30 p.m.

COMMISSION AGENDA ITEM REPORT

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

The following courses have been certified or decertified since the November 5, 1987 Commission meeting:

CERTIFIED

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
1.	Adv. Dispatcher/ Public Safety Com.	San Jose/Evergreen CJTC	Technical	IV	\$ 13,512
2.	Contemporary Mgmt. Issues	PROLAW '90	Mgmt. Trng.	III	20,238
3.	Boating Intoxica- tion Enforcement	Orange Co. SD	Technical	IV	7,040
4.	Domestic Violence	Orange Co. SD	Technical	IV	3,840
5.	Reserve Training, Module B, C	NCCJTES, Redwoods Center	Reserve Training	N/A	-0-
6.	Drug Influence Course (11550 H&S)	Orange Co. SD	Technical	IV	12,228
7.	Reserve Training, Module B	Sutter Co. SD	Reserve Training	N/A	-0-
8.	News Media Relations	Rio Hondo College	Technical	IV	15,360
9.	Traffic Accident Investigation	Ventura College	Technical	IV	10,808
10.	Critical Incident Response	Allan Hancock College	Technical	IV	11,366
11.	Bomb Technician Seminar	FBI, San Francisco	Technical	IV	4,896
12.	Traffic Accident Skidmark Analysis	San Francisco PD	Technical	IV	-0-

CERTIFIED - Continued

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
13.	Advanced Officer	So. Pac. Trans. Co. Police Dept.	A0	II	-0-
14.	Canine Handler Update	Sacramento Public Safety Center	Technical	IV	8,160
15.	Advanced SWAT - Entry & Control	San Jose/Evergreen CJTC	Technical	IV	3,000
16.	Survival Shooting Instructor	Modesto Regional Training Center	Technical	IV	18,700
17.	Public Info. Off. in Disasters-Adv.	CSTI	Technical	III	2,028
18.	Fingerprint, Basic	FBI, San Diego	Technical	IV	13,148
19.	Crowd & Riot Ctrl. Instructors'	Los Angeles Co. SD	Technical	IV	234
20.	Inter. Traffic Accident Inv.	Modesto CJTC	Technical	IV	28,874
21.	Radar Operator Instructor Course	Sacramento Public Safety Center	Technical	IV	14,720

DECERTIFIED

	<u>Course Title</u>	<u>Presenter</u>	<u>Course Category</u>	<u>Reimbursement Plan</u>	<u>Annual Fiscal Impact</u>
1.	New Diversity, Mgmt. the Dilemma in Crim. Just. Sys.	Nat'l Conf. on Christians & Jews	Mgmt. Sem.	III	-0-
2.	Bomb Technician Seminar	FBI, Sacramento	Technical	IV	-0-

TOTAL CERTIFIED 21

TOTAL DECERTIFIED 02

TOTAL MODIFICATIONS 26

852 courses certified as of 12/31/87
151 presenters certified as of 12/31/87

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Affirmation of Commission Policy Statements		Meeting Date January 21, 1988
Bureau Information Services	Reviewed By	Researched By <i>Georgia</i> Georgia Pinola
Executive Director Approval <i>Norman C. Belton</i>	Date of Approval 12-8-87	Date of Report December 3, 1987
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Three policy statements are being resubmitted to the Commission; the policies were adopted by the Commission at its regular meeting on November 5, 1987.

BACKGROUND

The Commission has directed staff to resubmit policy matters for affirmation by the Commission prior to inclusion in the Commission Policy Manual.

RECOMMENDATION

Affirm the following policy statements for inclusion in the Commission Policy Manual:

Reimbursement for Training of Dispatchers

POST shall continue to reimburse law enforcement agencies for dispatcher training until implementation of regulations regarding the selection and training of dispatchers. After Commission approval of the regulations, law enforcement agencies must submit resolutions of intent to abide by the regulations as a condition for reimbursement eligibility.

Command College Graduate Awards

Outside entities that wish to present awards to outstanding Command College Graduates should make arrangements for such through the applicable agencies. Awards of this type shall not be made at Command College graduations.

Advisory Committee Member Nominations

Associations or agencies shall nominate one individual for appointment to the Advisory Committee. The Commission may reject a nominee, or review and modify this policy if the need arises.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Command College Tuition - Annual Report		Meeting Date January 21, 1988
Bureau Center for Executive Development	Reviewed By <i>Ted Morton</i> Ted Morton	Researched By Beverley Short
Executive Director Approval <i>Morgan C. Behm</i>	Date of Approval 12-2-87	Date of Report November 25, 1987
Purpose: <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

Issue

At the January 1987 meeting, the Commission adopted a Command College tuition for all eligible non-reimbursable agencies of \$3,250.00. Staff was instructed to report annually on the tuition.

Background

At the October 1986 meeting, staff was directed to provide information on costs, cost recovery, and related issues. The cost study as figured per student was \$3,250. This included the areas of faculty, planning committee, independent study project, and training site costs. The tuition figure did not include staff time, agency salary reimbursement, and per diem and travel.

To date, the only tuition paying agency has been the California Highway Patrol. The tuition started June 1987, with Class 8.

Analysis

A review of the present Command College costs per student using the same categories as presented to the Commission January 1987, are as follows:

	<u>Per Student</u>
Faculty	\$2,327.00
Site Costs	208.30
Project Review Committee	250.00
Project Advisors	348.00
Faculty Graders (student homework)	156.00
Project Grading	111.45
Lead Faculty Meeting (replaced Planning Committee)	111.45
	<u>\$3,512.20</u>

The \$3,512 total is an increase of \$262 over the present tuition of \$3,250. There are presently two students from the California Highway Patrol attending under the tuition plan with a third student starting in June 1988. No other eligible non-reimbursable agency has applied for the Command College since the tuition was initiated. The only non-reimbursable agencies applying for the Command College since its inception have been the California Highway Patrol and one student from the Department of Justice.

Recommendation

Approve an increase in the Command College tuition from \$3,250 to \$3,512, effective with the June 1988 class.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title New Agency--Riverside County Department of Public Social Services		Meeting Date January 5, 1988
Bureau Compliance and Certificates	Reviewed By <i>[Signature]</i>	Researched By George Fox <i>[Signature]</i>
Executive Director Approval <i>[Signature]</i>	Date of Approval 12-7-87	Date of Report October 9, 1987
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact		<input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

The Riverside County Department of Public Social Services, Welfare Fraud Unit, has requested entry into the POST Specialized Program.

BACKGROUND

The provisions of Penal Code Section 830.31(d) provides for the appointment of Welfare Fraud Investigators of a county.

ANALYSIS

The department presently employs 14 sworn investigators. The selection provisions of Government Code Section 1031 have been verified by POST staff. No fiscal impact is anticipated, as the agency is non-reimbursable.

RECOMMENDATION

The Commission be advised that the Riverside County Department of Public Social Services, Welfare Fraud Unit, has been admitted into the POST Specialized Program consistent with Commission Policy.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title San Diego Community College District Police		Meeting Date January 21, 1988
Bureau Compliance and Certificates	Reviewed By <i>[Signature]</i>	Researched By George Fox <i>[Signature]</i>
Executive Director Approval <i>[Signature]</i>	Date of Approval 11/24/87	Date of Report November 17, 1987
Purpose: <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact		<input checked="" type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

The San Diego Community College District has requested that their police department be included in the POST Program.

BACKGROUND

The College District's Board of Trustees passed a resolution on June 24, 1987 assuring compliance with POST requirements.

ANALYSIS

The district presently employs 28 peace officers. An on-site inspection by POST staff revealed that the department meets the requirements of Government Code 1031. The projected financial impact is approximately \$7,000 per annum.

RECOMMENDATION

That the Commission be advised that the San Diego Community College District Police Department has been admitted into the POST Program consistent with Commission Policy.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT			
Agenda Item Title Los Angeles Community College District		Meeting Date January 21, 1987	
Bureau Compliance & Certificate Services	Reviewed By Darrell Stewart <i>DS</i>	Researched By Bud Perry	
Executive Director Approval <i>Morgan C. Behr</i>	Date of Approval 12-9-87	Date of Report November 9, 1987	
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact		<input checked="" type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No	
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.			
<p><u>ISSUE</u></p> <p>The Los Angeles Community College District Police Department has requested entry into the POST Regular Program.</p> <p><u>BACKGROUND</u></p> <p>The Los Angeles Community College District Police Department was admitted into the POST Specialized Program on April 16, 1971. Under provisions of Penal Code Sections 830.31(c) and 13507(e), the District Police Department is willing to participate in the POST Regular Reimbursable Program. The district passed a proper resolution on October 21, 1981, agreeing to adhere to PCST objectives and regulations. At the time of the request to enter the POST Regular Program, the District Police Department was not in compliance with POST regulations. Certain deficiencies existed until August 6, 1986, when they were advised they were in full compliance. An up-dated Letter of Intent dated October 21, 1987, reiterating their request to participate in the POST Regular Reimbursable Program, was received from the Los Angeles Community College District.</p> <p><u>ANALYSIS</u></p> <p>The department presently employs 49 officers. The fiscal impact is estimated to be \$25,000 annually.</p> <p><u>RECOMMENDATION</u></p> <p>That the Commission be advised that the Los Angeles Community College District Police Department has been admitted into the POST Regular Program consistent with Commission policy.</p>			

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title West Sacramento Police Department		Meeting Date January 21, 1988
Bureau Compliance & Certificates	Reviewed By	Researched By Tom Farnsworth
Executive Director Approval <i>Norman C. Bachm</i>	Date of Approval	Date of Report November 30, 1987
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact		<input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

The West Sacramento Police Department has requested that their department be included in the POST Program.

The West Sacramento City Council passed an ordinance on April 1, 1987 assuring compliance with POST requirements.

ANALYSIS

The police department employs 40 police officers. An on-site inspection revealed that the department meets the requirements of Government Code 1031. The projected financial impact is approximately \$16,000.

RECOMMENDATION

That the Commission be advised that the West Sacramento Police Department has been admitted into the POST Program consistent with Commission Policy.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title San Jose Community College District		Meeting Date January 21, 1988
Bureau Compliance & Certificate Services	Reviewed By Darrell Stewart	Researched By Bud Perry <i>BP</i>
Executive Director Approval <i>Morgan C. Behm</i>	Date of Approval 12-15-87	Date of Report
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact		<input checked="" type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

The San Jose Community College District Police Department has requested entry into the POST Regular Program.

BACKGROUND

Under provisions of Penal Code Sections 831.31(c) and 13507(e), the District Police Department is willing to participate in the POST Regular Reimbursement Program. The District passed a proper resolution on June 4, 1985, agreeing to adhere to POST objectives and regulations.

ANALYSIS

The Department presently employs five sworn members. Adequate selection standards and background investigations have been employed. The projected fiscal impact should be approximately \$2000 annually.

RECOMMENDATION

The Commission be advised that the San Jose Community College District Police Department has been admitted into the Regular POST Program consistent with Commission Policy.



FURTHER RESOLVED, That the Commission extends its best wishes for continued service to California law enforcement.

Date _____

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Selection and Training Standards for Dispatchers		Meeting Date January 21, 1988
Bureau Compliance & Certificate Services	Reviewed By	Researched By Darrell Stewart <i>DS</i>
Executive Director Approval <i>Norman C. Barker</i>	Date of Approval 1/6/89	Date of Report December 18, 1987
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No		

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Should the Commission schedule a public hearing to establish selection and training standards for public safety dispatchers?

BACKGROUND

Assembly Bill 546 (Attachment A) became law on January 1, 1988. The bill amends Penal Code Section 13510 by adding a new subsection (c), and adding Section 13525.

Penal Code Section 13510(c) requires that the Commission adopt rules establishing minimum selection and training standards for public safety dispatchers having a primary responsibility for providing dispatch services for law enforcement agencies described in subsection (a). Subsection (a) includes police, sheriffs, marshals, police of districts authorized to maintain a police department, district attorney criminal investigators, and peace officers of districts receiving state (POST) aid. The law defines "primary responsibility" as performing law enforcement dispatch duties a minimum of 50% of the time worked within a pay period.

Penal Code Section 13525 provides that qualified departments desiring to receive aid for the training of public safety dispatchers shall include the request for aid in its application to the Commission.

POST has not previously developed selection standards for non-sworn personnel such as dispatchers. However, within the past few years considerable time and effort have been expended by POST in developing an entry level training course for dispatchers. POST has certified eight Complaint/Dispatcher Courses statewide based on the 80-hour POST-developed curricula. There are also three certified Complaint/Dispatcher Courses which are less than 80 hours.

The Commission, at its November 5, 1987 meeting, adopted a policy to continue reimbursing departments whose claims for such reimbursement have heretofore been accepted for non-sworn dispatcher training until the new POST Dispatcher Program is implemented.

ANALYSIS

The law
Listed in PC 13510(c) as eligible departments and entities entitled to participate in the Public Safety Dispatcher Program are "cities, counties, cities and counties, and districts receiving state aid pursuant this chapter". This includes all of the departments currently reimbursable in the reimbursable peace officer program, including the departments defined as districts in Penal Code Section 13507 such as, the University of California, the State University and Colleges, community college districts, school districts, and regional park districts. It also includes consolidated dispatch centers utilized by law enforcement agencies even though they may be independent departments operated by a city, county, or city and county. *these dispatch centers*

Penal Code Section 13510(c) does not specifically provide for the inclusion of all local law enforcement dispatchers nor does it include any state agencies, such as the California Highway Patrol, Fish and Game, or the State Police in the Public Safety Dispatcher program. These agencies may be included on a non-reimbursable basis, if the Commission desires, by specific language that may be incorporated in Commission Regulations to establish a specialized public safety dispatcher program. Because the Commission has allowed non-reimbursable peace officers of participating agencies to participate in a specialized law enforcement program, it is proposed that similar arrangements be made for public safety dispatchers not listed in 13510(c) of the Penal Code.

Proposed selection standards:

1. **Background Investigation:** A thorough background investigation shall be conducted to verify the absence of past behavior indicative of unsuitability to perform public safety dispatcher duties. The background investigation shall include a check of Department of Motor Vehicle records, and a search of local, state, and national fingerprint files to disclose any criminal record. Results of the background investigation shall be reduced to writing and retained by the department.
2. **Medical Examination:** A medical examination shall be conducted to verify the absence of any medical condition which would preclude the safe and efficient performance of dispatcher duties. Written verification that the medical examination was conducted in accordance with this requirement, signed by a licensed physician and surgeon, shall be retained by the department.
3. **Oral Communications:** Oral communication skills shall be evaluated to assure the presence of skill levels commensurate with the performance of dispatcher duties.

Proposed training standard: The current POST-developed 80-hour Complaint/Dispatcher Course be adopted as the minimum basic training for public safety dispatchers participating in the program, and that the course be completed within 12 months of hire.

Probation requirement: It is proposed that satisfactory completion of at least a 12-month probationary period be required for all public safety dispatchers in the program.

The proposed selection and training standards were developed after a review of statewide survey results regarding current public safety dispatcher standards, and

consultation with an ad hoc committee of field representatives. The proposed basic training standard involves a course which has been previously certified throughout the state and is very successful. This course was developed by POST last year as a basic complaint/dispatcher course.

The "Dispatcher Standards Advisory Committee" (Attachment B) met in December 1987 to provide general input and to review the proposed initial standards. The consensus of the committee was that the proposed selection standards appear reasonable pending the completion of indepth research. The committee advised that the current Complaint/Dispatcher Course is an excellent course and that it is appropriate as a "Basic Course" standard for public safety dispatchers.

In advising staff on selection and training standards, the Dispatcher Standards Advisory Committee suggested that the training standards should also include a refresher training requirement as is required of peace officers. The committee suggested a minimum of 24 hours of refresher training at least once every four years. Staff recommends, however, that a refresher training requirement should not be adopted at this time. Further research is necessary to determine what refresher training subjects and number of hours may be appropriate or necessary.

It is recommended that the proposed new public safety dispatcher standards be adopted as POST Regulation 1018, a totally new subsection. Related changes will be required in some existing regulations. Additionally, changes are necessary in PAM Section E, Reimbursements, to limit training reimbursement for dispatchers to departments participating in the reimbursable Dispatcher Program. See Attachment C, Proposed New Regulation 1018; Attachment D, Other Regulation Changes; and Attachment E, Proposed Procedure changes.

The proposed definition of a public safety dispatcher, for inclusion in Regulation 1001, includes call-takers, dispatchers, and others such as supervisors who are involved in receiving calls for service and/or dispatching law enforcement personnel. The effect of the definition would be that all individuals employed by participating agencies who are assigned to, and responsible for, complaint/dispatch duties would be subject to selection and training standards. Standards would apply to either full-time or part-time dispatchers but, consistent with law, only full-time employees would be eligible for reimbursement.

To implement the Public Safety Dispatcher Programs, a separate ordinance, resolution, or letter of intent will be required of all governmental jurisdictions including those now training dispatchers and receiving POST reimbursement. Modifying current ordinances, resolutions and letters could jeopardize peace officer participation, if dispatch organizations must be terminated from this program. A sample ordinance, resolution, and letter of intent will be provided to interested agencies.

RECOMMENDATION

Schedule a public hearing on April 21, 1988, for consideration of the proposed Regulation and procedure changes relating to the Public Safety Dispatcher Programs.

Assembly Bill No. 546

CHAPTER 971

An act to amend Section 13510 of, and to add Section 13525 to, the Penal Code, relating to crimes.

[Approved by Governor September 22, 1987. Filed with Secretary of State September 23, 1987.]

LEGISLATIVE COUNSEL'S DIGEST

AB 546, Condit. Local law officers: standards and training.

Existing law requires the Commission on Peace Officer Standards and Training to establish and enforce minimum standards relating to peace officer members of specified entities.

This bill would require the commission to additionally establish and enforce minimum standards relating to local public safety dispatchers, as defined.

Existing law provides for grants of state aid by the commission to local governments and districts from the Peace Officers' Training Fund.

This bill would provide that any governmental entity desiring to receive that state aid for the training of regularly employed and paid local public safety dispatchers shall include the request for that aid in its application to the commission for the aid.

The people of the State of California do enact as follows:

SECTION 1. Section 13510 of the Penal Code is amended to read:
13510. (a) For the purpose of raising the level of competence of local law enforcement officers, the commission shall adopt, and may, from time to time amend, rules establishing minimum standards relating to physical, mental, and moral fitness, which shall govern the recruitment of any city police officers, peace officer members of a county sheriff's office, marshals or deputy marshals of a municipal court, reserve officers as defined in subdivision (a) of Section 830.6, policemen of a district authorized by statute to maintain a police department, regularly employed and paid inspectors and investigators of a district attorney's office as defined in Section 830.1 who conduct criminal investigations, or peace officer members of a district, in any city, county, city and county, or district receiving state aid pursuant to this chapter, and shall adopt, and may, from time to time amend, rules establishing minimum standards for training of city police officers, peace officer members of county sheriff's offices, marshals or deputy marshals of a municipal court, reserve officers as defined in subdivision (a) of Section 830.6, policemen of a district authorized by statute to maintain a police department, regularly employed and paid inspectors and investigators of a district

attorney's office as defined in Section 530.1 who conduct criminal investigations, and peace officer members of a district which shall apply to those cities, counties, cities and counties, and districts receiving state aid pursuant to this chapter. All such rules shall be adopted and amended pursuant to Chapter 3.5 (commencing with Section 11340) of Part 1, of Division 3 of Title 2 of the Government Code.

(b) The commission shall conduct research concerning job-related educational standards and job-related selection standards, to include vision, hearing, physical ability, and emotional stability. Job-related standards which are supported by this research shall be adopted by the commission prior to January 1, 1983, and shall apply to those peace officer classes identified in subdivision (a). The commission shall consult with local entities during the conducting of related research into job-related selection standards.

(c) For the purpose of raising the level of competence of local public safety dispatchers, the commission shall adopt, and may, from time to time amend, rules establishing minimum standards relating to the recruitment and training of local public safety dispatchers having a primary responsibility for providing dispatching services for local law enforcement agencies described in subdivision (a), which standards shall apply to those cities, counties, cities and counties, and districts receiving state aid pursuant to this chapter. All such rules shall be adopted and amended pursuant to Chapter 3.5 (commencing with Section 11340) of Part 1, of Division 3, of Title 2 of the Government Code. As used in this section, "primary responsibility" refers to the performance of law enforcement dispatching duties for a minimum of 50 percent of the time worked within a pay period.

(d) Nothing in this section shall prohibit a local agency from establishing selection and training standards which exceed the minimum standards established by the commission.

SEC. 2. Section 13525 is added to the Penal Code, to read:

13525. Any city, county, city and county, or district which desires to receive state aid pursuant to this chapter for the training of regularly employed and paid local public safety dispatchers, as described in subdivision (c) of Section 13510, shall include that request for aid in its application to the commission pursuant to Sections 13522 and 13523.

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OTHER REGULATION CHANGES

1001. Definitions

- (h) "Department" in the Regular Program is a city police department, a county sheriff's department, a regional park district, a district authorized by statute to maintain a police department, the California Highway Patrol, the University of California Police, the California State University and Colleges Police, marshals departments, district attorney offices employing investigators, and Community College District Police; in the Specialized Program is a specialized agency, department, division, branch, bureau, unit, section, office or district that provides investigative or general law enforcement services; and in the Public Safety Dispatcher Programs is the governmental entity which provides the dispatch services.
- (i) "Full-time Employment" as defined by local charter or ordinance; and, the employee normally works in excess of 20 hours weekly or 87 hours monthly; and, the employee is tenured or has a right to due process in personnel matters; and, the employee is entitled to public safety workmans compensation and retirement provisions as are other full-time ~~peace officer~~ employees of the same personnel classification in the department. *why this condition?*
- (t) "Public Safety Dispatcher" is a full-time or part-time employee whose primary responsibility includes receiving calls for service and/or dispatching law enforcement personnel. The term public safety dispatcher also includes entry-level positions, (advanced and technical positions, supervisors and managers whose responsibilities include performance of public safety dispatcher duties. *authority/necessity?*
* *how defined?*

NOTE: Present (t) through (z) and (aa) will be relettered.

1006. Extension of Time Limit for Course Completion

- (a) The Commission may grant an extension of time limit for completion of any course required by Section 1005 or 1018 of the Regulations upon presentation of evidence by a department that a ~~peace officer~~ an individual is unable to complete the required course within the time limit prescribed because of illness, injury, military service, or special duty assignment required and made in the public interest of the concerned jurisdiction; or upon presentation of evidence by a department that a ~~peace officer~~ an individual is unable to complete the required course within the time prescribed. Time extensions granted under this sub-section shall not exceed that which is reasonable, bearing in mind each individual circumstance.

* Must supervisors/managers be selected/trained as all other dispatchers?

PROPOSED NEW REGULATION

1018. Public Safety Dispatcher Programs

The POST Public Safety Dispatcher Program and the Specialized Public Safety Dispatcher Program are established for the purpose of raising the level of competence of public safety dispatchers.

(a) Eligibility for participation

(1) To be eligible for participation in the Public Safety Dispatcher Program or the Specialized Public Safety Dispatcher Program, a jurisdiction or agency must adhere to the minimum standards for selection and training as defined in this section.

(2) A jurisdiction or agency shall be ineligible to participate if it:

- i) Employs one or more public safety dispatchers who do not meet the minimum selection and training standards established by the Commission.
- ii) Fails to permit the Commission to make such inquiries and inspection of records as may be necessary to verify claims for reimbursement or to determine whether the jurisdiction or agency is, in fact, adhering to the Commission's Regulations.
- iii) Appears to the Commission that a participating jurisdiction or agency has failed to adhere to the minimum selection and training standards for public safety dispatchers. In such a case, the Commission shall notify the jurisdiction or agency of its concern and of the jurisdiction's or agency's probable ineligibility for participation. The Commission shall then request that the agency or jurisdiction comply with the minimum standards. In the event that the jurisdiction or agency fails to comply, the Commission shall afford the concerned jurisdiction's or agency's official representatives the opportunity to appear before the Commission and present appropriate evidence or testimony. If the Commission finds that the standards have not been adhered to, it must, beginning with a date determined by the Commission, reject all of the jurisdiction's or agency's requests for services or benefits. A jurisdiction or agency may be reinstated in the program and again become eligible for participation when, in the opinion of the Commission, the jurisdiction or agency has demonstrated that it will adhere to the prescribed standards. The period during which the jurisdiction or agency shall remain ineligible for services or benefits shall be at the discretion of the

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1018. Public Safety Dispatcher Program (continued)

Commission. Ineligibility for participation in the Public Safety Dispatcher Programs shall, in no way, affect the status of a jurisdiction or agency in the Commission's programs for peace officers.

(b) Minimum selection standards for public safety dispatchers

(1) Every public safety dispatcher employed by a department participating in the Public Safety Dispatcher Program or the Specialized Public Safety Dispatcher Program shall, before hire, be subject to the following requirements:

- a) Background Investigation: A thorough background investigation shall be conducted to verify the absence of past behavior indicative of unsuitability to perform public safety dispatcher duties. The background investigation shall include a check of Department of Motor Vehicle records, and a search of local, state, and national fingerprint files to disclose any criminal record. Results of the background investigation shall be reduced to writing and retained by the department.
- b) Medical Examination: A medical examination shall be conducted to verify the absence of any medical condition which would preclude the safe and efficient performance of dispatcher duties. Written verification of the medical examination having been conducted in accordance with this requirement, signed by a licensed physician and surgeon, shall be retained by the department.
- c) Oral Communications: Oral communication skills shall be evaluated to assure the presence of skill levels commensurate with the performance of dispatcher duties.

(c) Minimum training standards for public safety dispatchers

(1) Every public safety dispatcher in a department participating in the Public Safety Dispatcher Program or the Specialized Public Safety Dispatcher Program shall satisfactorily complete the POST-certified Basic Complaint/Dispatcher Course as set forth in PAM D-1-7 within 12 months from the date of appointment, promotion, reclassification, or transfer to a public safety dispatcher position.

(d) Probation Period

(1) Every public safety dispatcher employed by a department participating in the Public Safety Dispatcher Program or the Specialized Public Safety Dispatcher Program shall demonstrate competence in the performance of the duties of a public safety dispatcher by satisfactory completion of a probationary period of at least 12 months.

1018. Public Safety Dispatcher Program (continued)

(e) Specialized Public Safety Dispatcher Program

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Any public jurisdiction or agency, other than those described in Penal Code Section 13510(c), which employs public safety dispatchers whose primary responsibility is the provision of dispatch services for peace officer personnel, may participate in the Specialized Public Safety Dispatcher Program. Such participants shall not be eligible for reimbursement. All rules, and provisions except reimbursement provisions, that apply to the Public Safety Dispatcher Program shall also apply to the Specialized Public Safety Dispatcher Program.

(f) Reimbursements

- (1) In the Public Safety Dispatcher Program, reimbursements to cities, counties, city and county, and districts shall be granted by the Commission in accordance with Penal Code Section 13523.
- (2) Requests for reimbursement shall be in accordance with Section 1015(b) of these regulations.
- (3) When a Public Safety Dispatcher Program trainee has attended a course certified by the Commission for which reimbursement has been legally requested and paid, an employing jurisdiction may not receive reimbursement for subsequent attendance by the same trainee of the same course except where attendance of the course is authorized to be repeated periodically. Exceptions must be approved by the Executive Director prior to beginning the training course.
- (4) Reimbursement is provided only for expenses related to attendance of POST-certified courses.
- (5) Reimbursement may be provided only for satisfactorily completed training acquired by full-time public safety dispatchers in an on-duty status. See the POST Administrative Manual, Section E-1-4c and e, herein incorporated by reference.

PAM,

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Proposed Procedure Changes

Commission Procedure E-1

1-4. General Requirements: General requirements relating to reimbursement are as follows:

6. Non-sworn persons performing police tasks who are to be assigned or are assigned to the following job classes are eligible, without prior approval from POST, to attend training courses, as provided by Regulation Section 1014, that are specific to their assignments. Job descriptions shall be used to determine those positions eligible:

Administrative Positions
~~Communications Technician~~
~~Complaint/Dispatcher~~
Criminalist
Community Service Officer
Evidence Technician
Fingerprint Technician
Identification Technician
Jailer and Matron
Parking Control Officer
Polygraph Examiner
Records Clerk
Records Supervisor
School Resource Officer
Traffic Director and Control Officer

7. Reimbursement for training which is not specific to one of the job classes enumerated in the above paragraph, must be approved by the Commission on an individual basis prior to the beginning of the course, providing such information as specified in Section 1014 of the Regulations.
8. A full-time public safety dispatcher, as defined in Regulation 1001(t), who is employed by a department or jurisdiction authorized to participate in the Public Safety Dispatcher Program by statute, and which is participating, may attend the POST-certified Basic Complaint/Dispatcher Course required by Regulation 1018, and the jurisdiction may be reimbursed for allowable training expenses up to the maximum hours listed in PAM E-4-3. Eligible public safety dispatchers as defined above may also attend POST-certified seminars and technical courses, which are specific to their assignments, without prior approval from POST, and the jurisdiction may be reimbursed according to the rules established by the Commission. Training for public safety dispatchers shall only be reimbursed to jurisdictions participating in the Public Safety Dispatcher Program. Training expenses may be reimbursed only for full-time employees as defined in Regulation 1001(t).

Employment

Commission Procedure E-4

4-3. Courses With Maximum Reimbursement Limitations: Subsistence, commuter lunch, and travel allowances will be reimbursed up to the date the maximum number of weeks is reached; and salary allowances will be reimbursed up to the maximum number of hours shown for the following courses:

	<u>Weeks/Hours</u>		<u>Weeks/Hours</u>
* Basic Course	13/520	Supervisory Course	2/80
Basic Complaint/Dispatcher Course	<u>2/80</u>		
Marshals and Deputy Marshals Basic Training requirement is a combination of:		Advanced Officer Course	1/40
* Basic Course and Bailiff and Civil Process Course	9.65/386	Executive Development Course	2/80
	2/80	Management Course	2/80
District Attorney Inspectors or Investigators Basic Training requirement is a combination of:		Management, Supervisory, Executive Seminars	1/40
* Basic Course and Investigation and Trial Preparation Course	8.55/342		
	2/80		

Commission Procedure D-1

1-7 Basic Complaint/Dispatcher Course. The Basic Complaint/Dispatcher Course contains the following Functional Areas and minimum hours. This course provides instruction regarding entry-level skills and knowledge to personnel whose duties include receiving calls for services and dispatching law enforcement personnel.

Functional Areas:

<u>1.0 Introduction</u>	<u>(4 hours)</u>
<u>2.0 Administration of Justice</u>	<u>(8 Hours)</u>
<u>3.0 Legal Aspects</u>	<u>(16 Hours)</u>
<u>4.0 Telephone Procedures</u>	<u>(10 Hours)</u>
<u>5.0 Radio Procedures</u>	<u>(10 Hours)</u>
<u>6.0 Dispatch Practicals (Role-play exercise)</u>	<u>(8 Hours)</u>

<u>7.0</u>	<u>Stress Management</u>	<u>(6 Hours)</u>
<u>8.0</u>	<u>Telecommunications</u>	<u>(6 Hours)</u>
<u>9.0</u>	<u>Basic Emergency Medical Services Dispatching</u>	<u>(4 Hours)</u>
<u>10.0</u>	<u>Hazardous Materials</u>	<u>(2 Hours)</u>
<u>11.0</u>	<u>Unusual Incidents</u>	<u>(2 Hours)</u>
<u>12.0</u>	<u>Missing Persons and Runaway Cases</u>	<u>(2 Hours)</u>
	<u>Examinations</u>	<u>(2 Hours)</u>
	<u>Total Minimum Required Hours</u>	<u>(80 Hours)</u>

POST Administrative Manual

REGULATIONS

CALIFORNIA ADMINISTRATIVE CODE

The Regulations of the Commission on Peace Officer Standards and Training are established and adopted in compliance with and by authority of Penal Code Sections 13500 et. seq.

of Regulations
The Regulations are codified in Title 11, Chapter 2 of the California Administrative Code, originally effective October 23, 1960, and revised effective December 1, 1983.

TITLE 11

PEACE OFFICER STANDARDS AND TRAINING

CHAPTER 2

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

Article I. General

Objectives

NOTE: The objectives of the Commission on Peace Officer Standards and Training are:

- (a) To raise the level of competence of regular, reserve, and specialized peace officers:
 - (1) By establishing minimum standards relating to physical, mental, and moral fitness which shall govern the selection of such peace officers, and
 - (2) By establishing minimum standards for training such peace officers.
- (b) To provide such services and aid to local law enforcement as are authorized by law.

1001. Definitions

- (a) "Accredited College" is a community college, college or university accredited as such by:
 - (1) The department of education of the state in which the community college, college or university is located, or
 - (2) A recognized national or regional accrediting body, or
 - (3) The state university in the state in which the community college, college or university is located.

REGULATIONS

1001. Definitions (continued)

- (b) "The Act" refers to Part 4, Title 4 of the Penal Code of California, commencing at Section 13500 and entitled, "Standards and Training of Local Law Enforcement Officers."
- (c) "Approved Course" is a curriculum that is determined by the Commission to satisfy a legislative mandate. Approved courses are outlined in *PAM, Section D-7.
- (d) "Assistant Department Head" is a peace officer occupying the first position subordinate to a department head, is generally responsible for supervision of middle managers and/or supervisors, and is a position for which commensurate pay is authorized.
- (e) "Certified Course" is a formal program of instruction for law enforcement for which the Commission approved individual presentations for the purpose of maintaining quality control.
- (f) "Commission" is the Commission on Peace Officer Standards and Training.
- (g) "Commuter Trainee" is one who attends a training course and travels between his or her department or normal residence and the course site each day.
- (h) "Department" in the Regular Program is a city police department, a county sheriff's department, a regional park district, a district authorized by statute to maintain a police department, the California Highway Patrol, the University of California Police, the California State University and Colleges Police, marshals departments, district attorney offices employing investigators, and Community College District Police; or in the Specialized Program is a specialized agency, department, division, branch, bureau, unit, section, office or district that provides investigative or general law enforcement services. *"department"*
- (i) "Department Head" in the Regular Program is the chief of police, sheriff, marshal, chief investigator of a district attorney's office, or chief executive of a department; or in the Specialized Program is the peace officer chief law enforcement executive, directly responsible for administration of the specialized law enforcement function of an agency. *"department head"*
- (j) "Executive Position" is a position occupied by a department head, assistant department head, or a position between middle management and department head that is responsible principally for command assignments, the supervision of subordinate middle management and supervisory positions, is most commonly the rank of captain or higher, and is a position for which commensurate pay is authorized.
- (k) "First-Level Supervisory Position" is the supervisory peace officer position between the operational level and the "Middle Management Position", for which commensurate pay is authorized, and which in the upward chain of command, is responsible principally for the direct supervision of subordinates, or is subject to assignment of such responsibilities and most commonly is of the rank of Sergeant. The first level supervisory position does not encompass positions with limited or intermittent supervisory responsibilities, i.e., quasi-supervisory positions.

*POST Administrative Manual

OTHER REGULATION CHANGES

1001. Definitions

- (h) "Department" in the Regular Program is a city police department, a county sheriff's department, a regional park district, a district authorized by statute to maintain a police department, the California Highway Patrol, the University of California Police, the California State University and Colleges Police, marshals departments, district attorney offices employing investigators, and Community College District Police; in the Specialized Program is a specialized agency, department, division, branch, bureau, unit, section, office or district that provides investigative or general law enforcement services, and in the Public Safety Dispatcher Program is the governmental entity which provides the dispatch services. *"department"*

- (i) "Full-time Employment" as defined by local charter or ordinance; and, the employee normally works in excess of 20 hours weekly or 87 hours monthly; and, the employee is tenured or has a right to due process in personnel matters; and, the employee is entitled to public safety workmans compensation and retirement provisions as are other full-time ~~peace officer~~ employees of the same personnel classification in the department. *and specialized Public Safety Dispatchers Program*

- (t) "Public Safety Dispatcher" is a full-time or part-time employee whose primary responsibility includes receiving calls for service and/or dispatching law enforcement personnel. The term public safety dispatcher also includes entry-level positions, advanced and technical positions, supervisors and managers whose responsibilities include performance of public safety dispatcher duties. *dispatcher* *and their* *public safety*

NOTE: Present (t) through (z) and (aa) will be relettered.

1006. Extension of Time Limit for Course Completion *sketch*

- (a) The Commission may grant an extension of time limit for completion of any course required by Section 1005 or 1018 of the regulations upon presentation of evidence by a department that a peace officer or individual is unable to complete the required course within the time limit prescribed because of illness, injury, military service, or special duty assignment required and made in the public interest of the concerned jurisdiction; or upon presentation of evidence by a department that a peace officer or individual is unable to complete the required course within the time prescribed. Time extensions granted under this sub-section shall not exceed that which is reasonable, bearing in mind each individual circumstance. *sketch*

1001. Definitions (continued)

- (l) "Full-time Employment" as defined by local charter or ordinance; and, the employee normally works in excess of 20 hours weekly or 87 hours monthly; and, the employee is tenured or has a right to due process in personnel matters; and, the employee is entitled to public safety workmans compensation and retirement provisions as are other full-time peace officer employees of the department.
- (m) "High School" is a school accredited as a high school by the department of education of the state in which the high school is located, or a school accredited as a high school by the recognized regional accrediting body, or a school accredited as a high school by the state university of the state in which the high school is located.
- (n) "Lateral Entry" refers to a hiring practice which may exempt an individual from established hiring procedures in a jurisdiction, and the individual's prior peace officer experience, level of responsibility, and/or training are taken into consideration in such an appointment.
- (o) "Limited Function Peace Officer" is a deputy sheriff, regularly employed and paid as such, of a county, a police officer of a city, a police officer of a district authorized by statute to maintain a police department, who is designated on or prior to June 30, 1985, to be a peace officer as described in Penal Code Section 830.1, and is employed to perform duties other than the prevention and detection of crime and the general enforcement of the criminal laws of the state.
- (p) "Middle Management Position" is a management peace officer position between the first-level supervisory position and the department head position, for which commensurate pay is authorized, and which, in the upward chain of command, is responsible principally for management and/or command duties, and most commonly is of the rank of Lieutenant or higher.
- (q) "Non-Sworn Personnel Performing Police Tasks" are those full-time, nonpeace officer employees of participating departments for whom reimbursement may be claimed, based upon actual job assignment, as determined and approved by the Commission.
- (r) "Paraprofessional" is a full-time employee of a department in the Regular Program and includes, but is not limited to, such job classifications as: community service officer, police trainee, police cadet, and for whom reimbursement may be claimed for attendance of POST-certified courses as determined and approved by the Commission.
- (s) "POST Administrative Manual (PAM)" is a document containing Commission Regulations and Procedures, and Guidelines which implement the Regulations.
- (t) "Quasi-Supervisory Position" is a peace officer position above the operational level position, for which commensurate pay is authorized, is assigned limited responsibility for the supervision of subordinates, or intermittently is assigned the responsibility of a "First-level Supervisory Position", and most commonly is of a rank below that of Sergeant.

REGULATIONS

1001. Definitions (continued)

- (u) "Regular Officer" is a sheriff, undersheriff, or deputy sheriff, regularly employed and paid as such, of a county, a police officer of a city, a police officer of a district authorized by statute to maintain a police department, a police officer of a department or district enumerated in Penal Code Section 13507, or a peace officer member of the California Highway Patrol.
- (v) "Reimbursement" is the financial aid allocated from the Peace Officer Training Fund, as provided in Section 13523 of the Act.
- (w) "Reimbursement Plan" consists of a combination of training-related expenditures for which reimbursement is approved by the Commission.
- (x) "Resident Trainee" is one who, while away from his or her department or normal residence, attends a training course and takes lodging and meals at or near the course site for one or more days/nights.
- (y) "Specialized Law Enforcement Agency" is:
 - (1) A segment of an agency which has policing or law enforcement authority imposed by law and whose employees are peace officers as defined by law; or
 - (2) An agency engaged in the enforcement of regulations or laws limited in scope or nature; or
 - (3) An agency that engages in investigative or other limited law enforcement activities in the enforcement of criminal law; and
 - (4) ^{Any agency} Authorized by the Commission to participate in the Specialized Law Enforcement Certificate Program.
- (z) "Specialized Peace Officer" is a marshal or deputy marshal of a municipal court, a regularly employed and paid inspector or investigator of a district attorney's office as defined in Section 830.1 P.C. who conducts criminal investigations or a peace officer employee of a specialized law enforcement agency authorized by the Commission to participate in the Specialized Law Enforcement Certificate Program.
- (aa) "Trainee" is an employee of a department who is assigned to attend a POST-certified course.

1002. Minimum Standards for Employment

- (a) Every peace officer employed by a department shall be selected in conformance with the following requirements:
 - (1) Felony Conviction. Government Code Section 1029: Limits employment of convicted felons.
 - (2) Fingerprint and Record Check. Government Code Section 1030 and 1031(c): Requires fingerprinting and search of local, state, and national files to reveal any criminal records.
 - (3) Citizenship. Government Code Section 1031(a) and 1031.5: Specifies citizenship requirements for peace officers.

1002. Minimum Standards for Employment (continued)

- (4) Age. Government Code Section 1031(b): Requires minimum age of 18 years for peace officer employment.
- (5) Moral Character. Government Code Section 1031(d) requires good moral character as determined by a thorough background investigation.

The background investigation shall be conducted as prescribed in the POST Administrative Manual, Section C-1. "The Personal History Investigation," (adopted effective April 15, 1982), herein incorporated by reference. The background investigation shall be completed on or prior to the appointment date.

- (6) Education. Government Code Section 1031(e): Requires high school graduation or passage of the General Education Development Test (GED).

When the GED is used, a minimum overall score of not less than 45, and a standard score of not less than 35 on any section of the test, as established by the American Council on Education, shall be attained.

- (7) Physical and Psychological Suitability Examinations. Government Code Section 1031(f): Requires an examination of physical, emotional, and mental conditions.

The examinations shall be conducted as prescribed in the POST Administrative Manual, Section C-2, "Physical and Psychological Suitability Examinations," (adopted effective April 15, 1982 and amended January 1, 1985 and July 1, 1985), herein incorporated by reference.

- (8) Interview. Be personally interviewed prior to employment by the department head or a representative(s) to determine the person's suitability for police service, which includes, but is not limited to, the peace officer's appearance, personality, maturity, temperament, background, and ability to communicate. This regulation may be satisfied by an employee of the department participating as a member of the peace officer's oral interview panel.
- (9) Reading and Writing Ability. Be able to read and write at the levels necessary to perform the job of a peace officer as determined by the use of the POST Entry-Level Law Enforcement Test Battery or other job-related tests of reading and writing ability.

- (b) All requirements of Section 1002 of the Regulations shall apply to each lateral entrant, regardless of the rank to which the person is appointed, unless waived by the Commission.

REGULATIONS

1003. Notice of Peace Officer Appointment/Termination

Whenever a regular, specialized, limited function, or reserve peace officer is newly appointed, enters a department laterally, terminates, or changes peace officer status within the same agency, the department shall notify the Commission within 30 days of such action on a form approved by the Commission as prescribed in PAM Section C-4, "Notice of Peace Officer Appointment/Termination."

1004. Conditions for Continuing Employment

Every peace officer employed by a department shall be required to serve in a probationary status for not less than 12 months.

1005. Minimum Standards for Training

(a) Basic Training (Required)

- (1) Every regular officer, except those participating in a POST-approved field training program, shall satisfactorily meet the training requirements of the Basic Course before being assigned duties which include the exercise of peace officer power.

Requirements for the Basic Course are set forth in PAM, Section D-1-3, (adopted effective April 15, 1982 and amended January 24, 1985), herein incorporated by reference.

Agencies that employ regular officers may assign newly appointed sworn personnel to a POST-approved field training program as peace officers for a period not to exceed 90 days from date of hire, without such personnel being enrolled in a basic course, if (1) the personnel have satisfied the training requirements of Penal Code Section 832 and (2) the Commission has approved a field training plan submitted by the agency and the personnel are full-time participants therein.

Requirements for a POST-approved Field Training Program are set forth in PAM, Section ~~D-1-3~~. OK

- (2) Every regularly employed and paid as such inspector or investigator of a district attorney's office as defined in Section 830.1 P.C. who conducts criminal investigations, except those participating in a POST-approved field training program, shall be required to satisfactorily meet the training requirements of the District Attorney Investigators Basic Course, PAM Section D-1-4, (adopted effective April 27, 1983 and amended January 24, 1985) herein incorporated by reference. The standard may be satisfactorily met by successful completion of the training requirements of the Basic Course, PAM Section D-1-3, before being assigned duties which include performing specialized enforcement or investigative duties. The satisfactory completion of a certified Investigation and Trial Preparation Course, PAM Section D-1-4, is also required within 12 months from the date of appointment as a regularly employed and paid as such inspector or investigator of a District Attorney's Office.

1005. Minimum Standards for Training (continued)

- (3) Every regularly employed and paid as such marshal or deputy marshal of a municipal court as defined in Section 830.1 P.C., except those participating in a POST-approved field training program, shall satisfactorily meet the training standards of the Marshals Basic Course, PAM Section D-1-5, (adopted effective April 27, 1983 and amended January 24, 1985) herein incorporated by reference. The standards may be satisfactorily met by successfully completing the training requirements of the Basic Course, PAM Section D-1-3, before being assigned duties which include performing specialized enforcement or investigative duties. The satisfactory completion of a certified Bailiff and Civil Process Course or a Bailiff and Court Security Course and a Civil Process Course, PAM Section D-1-5, is also required within 12 months from the date of appointment as a regularly employed and paid as such marshal or deputy marshal of a municipal court.
 - (4) Every specialized officer, except marshals, deputy marshals, and regularly employed and paid as such inspectors or investigators of a district attorney's office, shall satisfactorily meet the training requirements of the Basic Course, PAM Section D-1-3, within 12 months from the date of appointment as a regularly employed specialized peace officer; or for those specialized agency peace officers whose primary duties are investigative and have not satisfactorily completed the Basic Course, the chief law enforcement administrator may elect to substitute the satisfactory completion of the training requirements of the Specialized Basic Investigators Course, PAM Section D-1-6, adopted effective October 20, 1983, herein incorporated by reference.
 - (5) Every limited function peace officer shall satisfactorily meet the training requirements of the Arrest and Firearms (P.C. 832) Course.
 - (6) Every peace officer listed in paragraphs (1) - (5) shall complete the training requirements of Penal Code Section 832 prior to the exercise of peace officer powers.
- (b) Supervisory Course (Required)
- (1) Every peace officer promoted, appointed or transferred to a first-level supervisory position shall satisfactorily complete a certified Supervisory Course prior to promotion or within 12 months after the initial promotion, appointment or transfer to such position.
 - (2) Every regular officer who is appointed to a first-level supervisory position shall attend a certified Supervisory Course and the officer's jurisdiction may be reimbursed provided that the regular officer has been awarded or is eligible for the award of the Basic Certificate.
 - (3) Every regular officer who will be appointed within 12 months to a first-level supervisory position may attend a certified Supervisory Course if authorized by the department head, and the officer's jurisdiction may be reimbursed following satisfactory completion of such training, provided that the officer has been awarded or is eligible for award of the Basic Certificate.

REGULATIONS

1005. Minimum Standards for Training (continued)

- (4) Every regular officer who is assigned to a quasi-supervisory position may attend a certified Supervisory Course if authorized by the department head and the officer's jurisdiction may be reimbursed following satisfactory completion of such training, provided that the officer has been awarded or is eligible for award of the Basic Certificate.
- (5) Requirements for the Supervisory Course are set forth in the POST Administrative Manual, Section D-3, (adopted effective April 15, 1982), herein incorporated by reference.

(c) Management Course (Required)

- (1) Every peace officer promoted, appointed or transferred to a middle management position shall satisfactorily complete a certified Management Course prior to promotion or within 12 months after the initial promotion, appointment or transfer to such position.
- (2) Every regular officer who is appointed to a middle management or higher position shall attend a certified Management Course and the jurisdiction may be reimbursed, provided the officer has satisfactorily completed the training requirements of the Supervisory Course.
- (3) Every regular officer who will be appointed within 12 months to a middle management or higher position may attend a certified Management Course if authorized by the department head, and the officer's jurisdiction may be reimbursed following satisfactory completion of such training, provided that the officer has satisfactorily completed the training requirements of the Supervisory Course.
- (4) Every regular officer who is assigned to a first-level supervisory position may attend a certified Management Course if authorized by the department head, and the officer's jurisdiction may be reimbursed following satisfactory completion of such training, provided that the officer has satisfactorily completed the training requirements of the Supervisory Course.
- (5) Requirements for the Management Course are set forth in the POST Administrative Manual, Section D-4, (adopted effective April 15, 1982), herein incorporated by reference.

(d) Continuing Professional Training (Required)

- (1) Every peace officer below the rank of first-level middle management position as defined in Section 1001(p) shall satisfactorily complete the Advanced Officer Course of 24 or more hours at least once every two years after completion of the Basic Course.
- (2) The above requirement may be met by satisfactory completion of an accumulation of certified Technical Course totaling 24 or more hours, or satisfactory completion of an alternative method of compliance as determined by the Commission. In addition to the above methods of compliance, supervisors may also satisfy the requirement by completing Supervisory or Management Training Courses.

1005. Minimum Standards for Training (continued)

- (3) Every regular officer, regardless of rank, may attend a certified Advanced Officer Course and the jurisdiction may be reimbursed.
 - (4) Requirements for the Advanced Officer Course are set forth in the POST Administrative Manual, Section D-2, (adopted effective April 15, 1982 and amended January 24, 1985), herein incorporated by reference.
- (e) Executive Development Course (Optional)
- (1) The Executive Development Course is designed for department heads and their executive staff positions. Every regular officer who is appointed to an executive position may attend a certified Executive Development Course and the jurisdiction may be reimbursed, provided the officer has satisfactorily completed the training requirements of the Management Course.
 - (2) Every regular officer who will be appointed within 12 months to a department head or executive position may attend a certified Executive Development Course if authorized by the department head and the officer's jurisdiction may be reimbursed, provided the officer has satisfactorily completed the training requirements of the Management Course.
 - (3) Requirements for the Executive Development Course are set forth in PAM Section D-5.
- (f) Technical Courses (Optional)
- (1) Technical Courses are designed to develop skills and knowledge in subjects requiring special expertise.
 - (2) Requirements for Technical Courses are set forth in PAM Section D-6.
- (g) Approved Courses
- (1) Approved courses pertain only to training mandated by the Legislature for various kinds of peace officers and other groups. The Commission may designate training institutions or agencies to present approved courses.
 - (2) Requirements for Approved Courses are set forth in PAM Section D-7.
- (h) Seminars (Optional)
- (1) Seminars are designed to disseminate information or study and solve current and future problems encountered by law enforcement.
 - (2) Requirements for Seminars are set forth in PAM Section D-8.
- (i) Field Management Training (Optional)
- (1) Field Management Training is designed to assist in the solution of specific management problems within individual Regular Program departments.

REGULATIONS

1005. Minimum Standards for Training (continued)

- (2) Requirements for Field Management Training are set forth in PAM Section D-9.

1006. Extension of Time Limit for Course Completion

- (a) The Commission may grant an extension of time limit for completion of any course required by Section 1005 of the Regulations upon presentation of evidence by a department that a peace officer is unable to complete the required course within the time limit prescribed because of illness, injury, military service, or special duty assignment required and made in the public interest of the concerned jurisdiction; or upon presentation of evidence by a department that a peace officer is unable to complete the required course within the time prescribed. Time extensions granted under this sub-section shall not exceed that which is reasonable, bearing in mind each individual circumstance.
- (b) In the event that a department in the Regular Program does not require an individual to complete the applicable training by the end of the extension period, such department shall not be eligible for the reimbursement of any expenses which are incurred as a result of the training when it finally occurs.

1007. Reserve Officer Minimum Standards

- (a) Every reserve peace officer shall be selected in conformance with the following requirements:
 - (1) Felony Conviction. Government Code Section 1029: Limits employment of convicted felons.
 - (2) Fingerprint and Record Check. Government Code Section 1030 and 1031(c): Require fingerprinting and search of local, state and national files to reveal any criminal records.
 - (3) Citizenship. Government Code Section 1031(a) and 1031.5: Specify citizenship requirements for peace officers.
 - (4) Age. Government Code Section 1031(b): Specifies minimum age of 18 years for peace officer employment.
 - (5) Moral Character. Government Code Section 1031(d): Requires good moral character, as determined by a thorough background investigation. For Level III, Level II and Level I reserve officers, the background investigation shall be conducted as prescribed in PAM Procedure C-1.
 - (6) Education. Government Code Section 1031(e): Requires high school graduation or passage of the General Education Development test (GED).
 - (7) Physical and Psychological Suitability Examinations. Government Code Section 1031(f): Requires an examination of physical, emotional and mental conditions. For Level II and Level I reserve officers, Psychological Suitability Examinations shall be conducted as prescribed in PAM Section C-2.

1007. Reserve Officer Minimum Standards (continued)

- (8) Interview. Commission requirement: Each peace officer shall be interviewed personally by the department head or his/her representative prior to appointment.
- (b) Every reserve peace officer shall be trained in conformance with the following requirements:
 - (1) Every designated Level I reserve peace officer (see PAM, Section H-1), before being assigned to duties which include the exercise of peace officer power, shall satisfactorily meet the training requirements of the Basic Course for regular officers (see PAM, Section D-1). Every non-designated Level I reserve peace officer (see PAM, Section H-1), before being assigned to duties which include the exercise of peace officer power, shall satisfactorily complete POST-certified Reserve Peace Officer Courses, Modules A, B and C, and complete 200 hours of structured field training (see PAM, Section H-3); or shall satisfactorily meet the training requirements of the Basic Course for regular officers (see PAM, Section D-1).
 - (2) Every Level II reserve peace officer (see PAM, Section H-1), before being assigned to duties which include the exercise of peace officer power, shall satisfactorily complete POST-certified Reserve Peace Officer Courses, Modules A and B (see PAM, Section H-3).
 - (3) Every Level III reserve peace officer (see PAM, Section H-1), before being assigned to duties which include the exercise of peace officer power, shall satisfactorily complete POST-certified Reserve Peace Officer Course, Module A (see PAM, Section H-3).
- (c) To be eligible for the award of the Reserve Officer Certificate, a reserve peace officer shall be selected in conformance with the provisions of paragraph (a), be currently appointed or deputized as a reserve peace officer as described in Penal Code Section 830.6(a), meet the selection requirements for Level I reserve peace officer assignment, and have completed the training and general law enforcement experience as described in paragraph (b)(1) and in PAM, Section H-4.

PAM Section H-1 adopted effective July 15, 1982 is herein incorporated by reference.

PAM Section H-3 adopted effective July 15, 1982, and amended February 15, 1987 is herein incorporated by reference.

PAM Section H-4 adopted effective July 15, 1982 is herein incorporated by reference.

PAM Section H-5 adopted effective July 15, 1982, and amended February 15, 1987 is herein incorporated by reference.

REGULATIONS

1008. Waiver of Attendance of a POST-Certified Basic Course and Basic Course
 Requalification Requirements

- (a) The Commission may waive attendance of a POST-certified basic course required by Section 1005(a) of the Regulations for an individual who has completed training equivalent to a certified basic course. This waiver shall be determined by an evaluation and examination process as specified in PAM Section D-11, Waiver of Attendance of a POST-Certified Basic Course.
- (b) The Commission requires that each individual who has previously completed a POST-certified basic course, or has previously been deemed to have completed equivalent training, or has been awarded a POST certificate, but has a three-year or longer break in service as a California peace officer must be retrained or complete the basic course waiver process (PAM Section D-11), unless such retraining or examination is waived by the Commission pursuant to guidelines set forth in PAM Section D-11-12.

These provisions apply to all individuals who seek appointment or reappointment to positions for which completion of a basic course is required elsewhere in these regulations. The three-year rule described will be determined from the last date of employment as a California peace officer, or from the date of last completion of a basic course, or from the date of last issuance of a basic course waiver by POST; whichever date is most recent.

PAM Section D-11 adopted effective January 28, 1982, and amended August 17, 1986, and November 2, 1986, is herein incorporated by reference.

1009. Specialized Law Enforcement Certification Program

The POST Specialized Law Enforcement Certification Program is established for the purpose of raising the level of competence of specialized law enforcement officers. Only eligible law enforcement agencies, as defined in Regulation 1001(y) or otherwise provided by law, may participate in this voluntary program and receive benefits. The cost of the education and training to meet minimum standards of the Program is the responsibility of the individual and/or agency. Acceptance and adherence to POST standards of selection and training are required if a specialized law enforcement agency is to participate in the Program.

- (a) Standards for Specialized Agencies Entry into Program.
 - (1) Must perform law enforcement or investigative duties, as defined by the Commission in Regulation 1001(y); and
 - (2) Must present to the Commission an application to participate in the Program accompanied by a certified copy of an ordinance; or, in the case of an agency not empowered to pass ordinances, a resolution or letter of intent adopted by its governing body providing that while participating in the Program the agency will adhere to the standards for recruitment and training established by the Commission. The application shall contain such information as the Commission may request.
- (b) The provisions for the Specialized Law Enforcement Certification Program are the same as for the Regular Program except as expressed in the Regulations and Procedures.

Insert

The minimum standards for selection and training of peace officers and/or public safety dispatchers shall apply only to the personnel of jurisdictions or agencies that have pledged to adhere to these standards.

Insert

1010. Eligibility for Participation

- (a) To be eligible for participation in the POST Program, a jurisdiction or agency must adhere to the minimum standards for selection and training as defined in Regulations 1002, 1005, ~~and 1009~~, for every peace officer employed by the jurisdiction or agency. ^{or dispatcher} and 1016
- (b) A jurisdiction or agency shall be ineligible to participate if it:
- (1) Employs one or more peace officers ^{or dispatcher} who do not meet the minimum standards for employment; or
 - (2) Does not require that every peace officer ^{or dispatcher} satisfactorily completes the required training as prescribed in these Regulations; or
 - (3) Has in its employ any Regular Program peace officer hired after January 1, 1971, who has not acquired the Basic Certificate within six months after date of completion of 12 months of satisfactory service from the date first hired as a peace officer, or as otherwise determined by the Commission in PAM Section F-1-5-a; or
 - (4) Effective upon entry into the ^{Law Enforcement Certification} Specialized Program, has in its employ any specialized peace officer hired thereafter who has not acquired the Basic Certificate within six months after date of completion of 12 months of satisfactory service from the date first hired as a peace officer; or
 - (5) Fails to permit the Commission to make such inquiries and inspection of records as may be necessary to verify claims for reimbursement or to determine whether the jurisdiction or agency is, in fact, adhering to the Commission's Regulations.
- (c) If it appears to the Commission that a jurisdiction or agency has failed to adhere to the minimum standards for recruitment, selection or training, the Commission shall notify the jurisdiction or agency of its concern and of the jurisdiction's or agency's probable ineligibility for participation. The Commission shall request that the agency or jurisdiction comply with the minimum standards. In the event that the jurisdiction or agency fails to comply, the Commission shall afford the concerned jurisdiction's or agency's official representatives the opportunity to appear before the Commission and present appropriate evidence or testimony. If the Commission finds that the standards have not been adhered to, it must, beginning with a date determined by the Commission, reject all of the jurisdiction's or agency's requests for services or benefits. A jurisdiction or agency may be reinstated in the Program and again become eligible for participation when, in the opinion of the Commission, the jurisdiction or agency has demonstrated that it will adhere to the prescribed standards. The period during which the jurisdiction or agency shall remain ineligible for services or benefits shall be at the discretion of the Commission.

1011. Certificates and Awards

- (a) Certificates and awards are presented by the Commission in recognition of achievement of education, training, and experience for the purpose of raising the level of competence of law enforcement officers and to

REGULATIONS

1011. Certificates and Awards (continued)

foster cooperation among the Commission, agencies, groups, organizations, jurisdictions and individuals.

- (b) Professional certificates shall remain the property of the Commission. Certificates may be denied or cancelled when:

- (1) A peace officer is adjudged guilty of a felony; or
- (2) If the certificate was obtained through misrepresentation, or fraud; or
- (3) The certificate was issued due to administrative error.

- (c) Whenever a peace officer, or a former peace officer, is adjudged guilty of a felony, the employing department in the case of a peace officer, or the department participating in the POST Program that is responsible for the investigation of the felony charge against a former peace officer, shall notify the Commission within 30 days following the final adjudicative disposition. The notification shall include the person's name, charge, date of adjudication, case number and court, and the law enforcement jurisdiction responsible for the investigation of the charge.

- (d) Requirements for the denial or cancellation of professional certificates are as prescribed in PAM Section F-2.

- (e) Regular Certificates, and Specialized Law Enforcement Certificates, i.e., Basic, Intermediate, Advanced, Supervisory, Management and Executive Certificates are provided for the purpose of fostering professionalization, education and experience necessary to adequately accomplish the general or specialized police service duties performed by regular or specialized peace officers. Requirements for the Certificates are as prescribed in PAM Section F-1.

1012. Certification of Courses

- (a) The Commission may certify courses. Criteria for certification include, but are not limited to, a demonstrated need and compliance with minimum standards for curriculum, facilities, instructors and instructional quality. Because of the variety of courses provided by the Commission (e.g., firearms, chemical agent, defensive driving), specific standards for course certification and presentation will reflect the specific needs for the type of course certified.

- (b) Certification of courses may be revoked by action of the Commission when:

- (1) There is no longer a demonstrated need for the course; or
- (2) There is failure to comply with standards set forth in (a) above; or
- (3) There are other causes warranting revocation as determined by the Commission.

1013. Code of Ethics

The Law Enforcement Code of Ethics, as stated in PAM Section C-3, shall be administered to all peace officer trainees during the Basic Course or at the time of appointment.

1014. Training for Non-Sworn and Paraprofessional Personnel

- (a) Reimbursement shall be provided to Regular Program agencies for the training of non-sworn personnel performing police tasks and paraprofessional personnel, provided for by POST Administrative Manual Section E-1-4a.

(b) Request for Approval

- (1) Non-Sworn or Paraprofessional Personnel. Whenever it is necessary for the employing jurisdiction to obtain prior written approval from the Commission for non-sworn or paraprofessional personnel to attend reimbursable training, the agency shall include in the approval request the following information regarding each individual. (See PAM Section E-1-4a):

- (A) The trainee's name and job title.
- (B) Job description.
- (C) Course title, location and dates of presentation.

- (2) Request for approval must reach the Commission 30 days prior to the starting date of the course.

(c) Reimbursement

Reimbursement for non-sworn and paraprofessional personnel is computed in the same manner (except as noted below) as for sworn personnel according to the reimbursement plan for each course appropriate for the employee's classification as set forth in the POST Administrative Manual, Section E-1-4a.

No reimbursement is provided for the training of non-sworn personnel for expenses associated with courses enumerated in Regulation 1005(a)(b)(c)(d)(e), except as provided in PAM Section E-1-4a (3), (4), and (5).

PAM Section E-1-4a adopted effective April 15, 1982 and amended May 31, 1987, is herein incorporated by reference.

1015. Reimbursements

(a) Proportionate Reimbursement

~~In the Regular Program,~~ Reimbursements to cities, counties, and districts shall be granted by the Commission in accordance with Section 13523 Penal Code.

- (1) Marshals' and district attorneys' departments are included in the Regular Program for reimbursement even though individual officers employed by the agencies have retained specialized peace officer classification.

REGULATIONS

1015. Reimbursements (continued)

- (2) A jurisdiction that employs limited function peace officers may be reimbursed for allowable expenses related to attendance of POST-certified courses.

(b) Requests for Reimbursement

Each request for reimbursement must be submitted on a form provided by the Commission and submitted to the training institution at the beginning of a POST-certified training course. No further action is required by the participating jurisdiction to receive reimbursement except for those courses requiring a report to POST as a condition of successful completion, such as Field Management Training and Team Building Workshops. Upon completion of the training, reimbursement will be automatically computed and paid to the jurisdiction.

(c) Training Expenses May Be Claimed Only Once

When a ~~Regular Program~~ trainee has attended a course certified by the Commission for which reimbursement has been legally requested and paid, an employing jurisdiction may not receive reimbursement for subsequent attendance by the same trainee of the same course except where attendance of the course is authorized to be repeated periodically, such as for Seminars, Advanced Officer Courses, and selected Technical Courses which deal with laws, court decisions, procedures, techniques and equipment which are subject to rapid development or change. Exceptions or special circumstances must be approved by the Executive Director prior to beginning the training course.

(d) Reimbursement is provided only for expenses related to attendance of POST certified courses.

(e) Reimbursement may be provided only for satisfactorily completed training acquired by full-time employees in an on-duty status. See the POST Administrative Manual, Section E-1-4c and e, (adopted effective April 15, 1982), herein incorporated by reference.

(f) Reimbursement may be made to a jurisdiction which terminates a ~~Regular Program~~ Basic Course trainee, allows a trainee to resign prior to completion of a certified basic course, or if the trainee is unable to complete a certified basic course due to illness, injury, or other physical or academic deficiency, provided the requirements of Regulation 1002(a) have been completed prior to the trainee's appointment date and the date the course began. The remaining reimbursement entitlement (up to 400 hours maximum) for those trainees eligible to be re-enrolled, may be applied to any certified basic course which is subsequently attended.

(g) Reimbursement may be paid to a jurisdiction when a ~~Regular Program~~ trainee fails a certified basic course only because of not passing a locally required training subject(s), but the trainee otherwise satisfactorily completes the course.

(h) When a Regular Program trainee has attended a POST-certified basic course for which reimbursement has been provided, an employing jurisdiction may receive reimbursement for subsequent attendance of a POST-certified basic training course by the same trainee who has a three-year or longer break in service as a peace officer and must be retrained (1008(b)).

1015. Reimbursements (continued)

- (i) Reimbursement for partial completion of a certified Motorcycle Training Course or instructor training courses may be provided if the trainee fails to complete the course due to an inability to perform the skills required for successful completion.

Note: Refer to PAM Section E, Reimbursements, for detailed information on reimbursement procedures.

1016. Services Provided by the Commission

Counseling services are provided only to a local jurisdiction, and only upon request for the purpose of improving its administration, management, and operations. Aid may also be given to such agencies in implementing recommended procedures or practices. See PAM Section G.

1017. Executive Director Evaluation and Vacation Allowance

The Commission, at the first meeting held after the beginning of each fiscal year, shall review the performance of the Executive Director and after such review, assign vacation credits that will accrue to that position for that fiscal year. Such vacation credits may accrue, without respect to annual vacation allowances, to a maximum of 60 working days at any given time.

1018. Public Safety Dispatcher Program

1018 Public Safety Dispatcher Program

(a) The POST Public Safety Dispatcher Program is established for the purpose of raising the level of competence of public safety dispatchers having primary responsibility for providing dispatching services for local law enforcement agencies listed in subsection (a) of Penal Code Section 13510.

(b) Specialized Public Safety Dispatcher Program

Any public jurisdiction or agency, other than those described in Penal Code Section 13510(c), which employs public safety dispatchers whose primary responsibility is the provision of dispatch services for peace officer personnel, may participate in the Specialized Public Safety Dispatcher Program. Such participants shall not be eligible for reimbursement. All rules, and provisions except reimbursement provisions, that apply to the Public Safety Dispatcher Program shall also apply to the Specialized Public Safety Dispatcher Program.

law enforcement

(c) Minimum selection standards for public safety dispatchers

- (1) Every public safety dispatcher employed by a department participating in the Public Safety Dispatcher Program or the Specialized Public Safety Dispatcher Program shall, before hire, be subject to the following requirements:
 - a) Background Investigation: A thorough background investigation shall be conducted to verify the absence of past behavior indicative of unsuitability to perform public safety dispatcher duties. The background investigation shall include a check of Department of Motor Vehicle records, and a search of local, state, and national fingerprint files to disclose any criminal record. Results of the background investigation shall be reduced to writing and retained by the department.
 - b) Medical Examination: A medical examination shall be conducted to verify the absence of any medical condition which would preclude the safe and efficient performance of dispatcher duties. Written verification of the medical examination having been conducted in accordance with this requirement, signed by a licensed physician and surgeon, shall be retained by the department.
 - c) Oral Communications: Oral communication skills shall be evaluated to assure the presence of skill levels commensurate with the performance of dispatcher duties.

(d) Minimum training standards for public safety dispatchers

- (1) Every public safety dispatcher in a department participating in the Public Safety Dispatcher Program or the Specialized Public Safety Dispatcher Program shall satisfactorily complete the POST-certified Basic Complaint/Dispatcher Course as set forth in PAM D-1-7 within 12 months from the date of appointment, promotion, reclassification, or transfer to a public safety dispatcher position.

(e) Probation Period

- (1) Every public safety dispatcher employed by a department participating in the Public Safety Dispatcher Program or the Specialized Public Safety Dispatcher Program shall demonstrate competence in the performance of the duties of a public safety dispatcher by satisfactory completion of a probationary period of at least 12 months.

OTHER REGULATION CHANGES

1001. Definitions

- (h) "Department" in the Regular Program is a city police department, a county sheriff's department, a regional park district, a district authorized by statute to maintain a police department, the California Highway Patrol, the University of California Police, the California State University and Colleges Police, marshals departments, district attorney offices employing investigators, and Community College District Police; in the Specialized Program "department" is a specialized agency, department, division, branch, bureau, unit, section, office or district that provides investigative or general law enforcement services; and in the Public Safety Dispatcher Program and Specialized Public Safety Dispatcher Program, "department" is the governmental entity which provides the dispatch services.
- (l) "Full-time Employment" as defined by local charter or ordinance; and, the employee normally works in excess of 20 hours weekly or 87 hours monthly; and, the employee is tenured or has a right to due process in personnel matters; and, the employee is entitled to ~~public safety~~ workmans compensation and retirement provisions as are other full-time ~~peace officer~~ employees of the same personnel classification in the department.
- (t) "Public Safety Dispatcher" is an employee whose duties and responsibilities, as set forth in the department's position classification, include receiving calls for law enforcement service and/or dispatching law enforcement personnel. Public safety dispatcher includes full-time and part-time employees.

NOTE: Present (t) through (z) and (aa) will be relettered.

1006. Extension of Time Limit for Course Completion

- (a) The Commission may grant an extension of time limit for completion of any course required by Section 1005 or 1018 of the Regulations upon presentation of evidence by a department that a peace officer or dispatcher is unable to complete the required course within the time limit prescribed because of illness, injury, military service, or special duty assignment required and made in the public interest of the concerned jurisdiction; or upon presentation of evidence by a department that a peace officer or dispatcher is unable to complete the required course within the time prescribed. Time extensions granted under this sub-section shall not exceed that which is reasonable, bearing in mind each individual circumstance.

1- Meaning?

2- How defined?

OTHER REGULATION CHANGES

1001. Definitions

- (h) "Department" in the Regular Program is a city police department, a county sheriff's department, a regional park district, a district authorized by statute to maintain a police department, the California Highway Patrol, the University of California Police, the California State University and Colleges Police, marshals departments, district attorney offices employing investigators, and Community College District Police; in the Specialized Program is a specialized agency, department, division, branch, bureau, unit, section, office or district that provides investigative or general law enforcement services; and in the Public Safety Dispatcher Program is the governmental entity which provides the dispatch services. *"department"*

- (i) "Full-time Employment" as defined by local charter or ordinance; and, the employee normally works in excess of 20 hours weekly or 87 hours monthly; and, the employee is tenured or has a right to due process in personnel matters; and, the employee is entitled to public safety workmans compensation and retirement provisions as are other full-time peace officer employees of the same personnel classification in the department. *and specialized Public Safety Dispatcher Program*

- (t) "Public Safety Dispatcher" is a full-time or part-time employee whose primary responsibility includes receiving calls for service and/or dispatching law enforcement personnel. The term public safety dispatcher also includes entry-level positions, advanced and technical positions, supervisors and managers whose responsibilities include performance of public safety dispatcher duties. *dispatcher* *and their* *public safety*

NOTE: Present (t) through (z) and (aa) will be relettered.

1006. Extension of Time Limit for Course Completion

- (a) The Commission may grant an extension of time limit for completion of any course required by Section 1005 or 1018 of the Regulations upon presentation of evidence by a department that a peace officer or individual is unable to complete the required course within the time limit prescribed because of illness, injury, military service, or special duty assignment required and made in the public interest of the concerned jurisdiction; or upon presentation of evidence by a department that a peace officer or individual is unable to complete the required course within the time prescribed. Time extensions granted under this sub-section shall not exceed that which is reasonable, bearing in mind each individual circumstance. *sketch* *sketch* *or dispatcher*

PROPOSED NEW REGULATION

1018. Public Safety Dispatcher Programs

The POST Public Safety Dispatcher Program and the Specialized Public Safety Dispatcher Program are established for the purpose of raising the level of competence of public safety dispatchers.

(a) Eligibility for participation

(1) To be eligible for participation in the Public Safety Dispatcher Program or the Specialized Public Safety Dispatcher Program, a jurisdiction or agency must adhere to the minimum standards for selection and training as defined in this section.

(2) A jurisdiction or agency shall be ineligible to participate if it:

i) Employs one or more public safety dispatchers who do not meet the minimum selection and training standards established by the Commission.

ii) Fails to permit the Commission to make such inquiries and inspection of records as may be necessary to verify claims for reimbursement or to determine whether the jurisdiction or agency is, in fact, adhering to the Commission's Regulations.

iii) Appears to the Commission that a participating jurisdiction or agency has failed to adhere to the minimum selection and training standards for public safety dispatchers. In such a case, the Commission shall notify the jurisdiction or agency of its concern and of the jurisdiction's or agency's probable ineligibility for participation. The Commission shall then request that the agency or jurisdiction comply with the minimum standards. In the event that the jurisdiction or agency fails to comply, the Commission shall afford the concerned jurisdiction's or agency's official representatives the opportunity to appear before the Commission and present appropriate evidence or testimony. If the Commission finds that the standards have not been adhered to, it must, beginning with a date determined by the Commission, reject all of the jurisdiction's or agency's requests for services or benefits. A jurisdiction or agency may be reinstated in the program and again become eligible for participation when, in the opinion of the Commission, the jurisdiction or agency has demonstrated that it will adhere to the prescribed standards. The period during which the jurisdiction or agency shall remain ineligible for services or benefits shall be at the discretion of the

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Commission. Ineligibility for participation in the Public Safety Dispatcher Programs shall, in no way, affect the status of a jurisdiction or agency in the Commission's programs for peace officers.

(b) Minimum selection standards for public safety dispatchers

(1) Every public safety dispatcher employed by a department participating in the Public Safety Dispatcher Program or the Specialized Public Safety Dispatcher Program shall, before hire, be subject to the following requirements:

a) Background Investigation: A thorough background investigation shall be conducted to verify the absence of past behavior indicative of unsuitability to perform public safety dispatcher duties. The background investigation shall include a check of Department of Motor Vehicle records, and a search of local, state, and national fingerprint files to disclose any criminal record. Results of the background investigation shall be reduced to writing and retained by the department.

b) Medical Examination: A medical examination shall be conducted to verify the absence of any medical condition which would preclude the safe and efficient performance of dispatcher duties. Written verification of the medical examination having been conducted in accordance with this requirement, signed by a licensed physician and surgeon, shall be retained by the department.

c) Oral Communications: Oral communication skills shall be evaluated to assure the presence of skill levels commensurate with the performance of dispatcher duties.

(c) Minimum training standards for public safety dispatchers

(1) Every public safety dispatcher in a department participating in the Public Safety Dispatcher Program or the Specialized Public Safety Dispatcher Program shall satisfactorily complete the POST-certified Basic Complaint/Dispatcher Course as set forth in PAM D-1-7 within 12 months from the date of appointment, promotion, reclassification, or transfer to a public safety dispatcher position.

(d) Probation Period

(1) Every public safety dispatcher employed by a department participating in the Public Safety Dispatcher Program or the Specialized Public Safety Dispatcher Program shall demonstrate competence in the performance of the duties of a public safety dispatcher by satisfactory completion of a probationary period of at least 12 months.

Do these apply to Supervisors/Managers

Does this apply to Supervisors/Managers

Does this apply to Supervisors/Managers

** I am of the opinion that this is in conflict with the last paragraph of 13523 PC. If a jurisdiction or agency is not in compliance with any requirement (standard) further participation should be in jeopardy.*

1018. Public Safety Dispatcher Program (continued)

(e) Specialized Public Safety Dispatcher Program

12000 - ... (C. 1018)

Any public jurisdiction or agency, other than those described in Penal Code Section 13510(c), which employs public safety dispatchers whose primary responsibility is the provision of dispatch services for peace officer personnel, may participate in the Specialized Public Safety Dispatcher Program. Such participants shall not be eligible for reimbursement. All rules, and provisions except reimbursement provisions, that apply to the Public Safety Dispatcher Program shall also apply to the Specialized Public Safety Dispatcher Program.

Authority? 13506

(f) Reimbursements

- (1) In the Public Safety Dispatcher Program, reimbursements to cities, counties, city and county, and districts shall be granted by the Commission in accordance with Penal Code Section 13523.
 - (2) Requests for reimbursement shall be in accordance with Section 1015(b) of these regulations.
 - (3) When a Public Safety Dispatcher Program trainee has attended a course certified by the Commission for which reimbursement has been legally requested and paid, an employing jurisdiction may not receive reimbursement for subsequent attendance by the same trainee of the same course except where attendance of the course is authorized to be repeated periodically. Exceptions must be approved by the Executive Director prior to beginning the training course.
 - (4) Reimbursement is provided only for expenses related to attendance of POST-certified courses.
 - (5) Reimbursement may be provided only for satisfactorily completed training acquired by full-time public safety dispatchers in an on-duty status. See the POST Administrative Manual, Section E-1-4c and e, herein incorporated by reference.
- PFM,*
- **

Proposed Procedure Changes

Commission Procedure E-1

1-4. General Requirements: General requirements relating to reimbursement are as follows:

6. Non-sworn persons performing police tasks who are to be assigned or are assigned to the following job classes are eligible, without prior approval from POST, to attend training courses, as provided by Regulation Section 1014, that are specific to their assignments. Job descriptions shall be used to determine those positions eligible:

Administrative Positions
~~Communications Technician~~
~~Complaint/Dispatcher~~
Criminalist
Community Service Officer
Evidence Technician
Fingerprint Technician
Identification Technician
Jailer and Matron
Parking Control Officer
Polygraph Examiner
Records Clerk
Records Supervisor
School Resource Officer
Traffic Director and Control Officer

7. Reimbursement for training which is not specific to one of the job classes enumerated in the above paragraph, must be approved by the Commission on an individual basis prior to the beginning of the course, providing such information as specified in Section 1014 of the Regulations.
8. A full-time public safety dispatcher, as defined in Regulation 1001(t), who is employed by a department or jurisdiction authorized to participate in the Public Safety Dispatcher Program by statute, and which is participating, may attend the POST-certified Basic Complaint/Dispatcher Course required by Regulation 1018, and the jurisdiction may be reimbursed for allowable training expenses up to the maximum hours listed in PAM E-4-3. Eligible public safety dispatchers as defined above may also attend POST-certified seminars and technical courses, which are specific to their assignments, without prior approval from POST, and the jurisdiction may be reimbursed according to the rules established by the Commission. Training for public safety dispatchers shall only be reimbursed to jurisdictions participating in the Public Safety Dispatcher Program. Training expenses may be reimbursed only for full-time employees as defined in Regulation 1001(t).

employment

Commission Procedure E-4

4-3. Courses With Maximum Reimbursement Limitations: Subsistence, commuter lunch, and travel allowances will be reimbursed up to the date the maximum number of weeks is reached; and salary allowances will be reimbursed up to the maximum number of hours shown for the following courses:

	<u>Weeks/Hours</u>		<u>Weeks/Hours</u>
* Basic Course	13/520	Supervisory Course	2/80
Basic Complaint/Dispatcher Course	<u>2/80</u>	Advanced Officer Course	1/40
Marshals and Deputy Marshals Basic Training requirement is a combination of:		Executive Development Course	2/80
* Basic Course and Bailiff and Civil Process Course	9.65/386	Management Course	2/80
	2/80	Management, Supervisory, Executive Seminars	1/40
District Attorney Inspectors or Investigators Basic Training requirement is a combination of:			
* Basic Course and Investigation and Trial Preparation Course	8.55/342		
	2/80		

Commission Procedure D-1

1-7 Basic Complaint/Dispatcher Course. The Basic Complaint/Dispatcher Course contains the following Functional Areas and minimum hours. This course provides instruction regarding entry-level skills and knowledge to personnel whose duties include receiving calls for services and dispatching law enforcement personnel.

Functional Areas:

<u>1.0 Introduction</u>	<u>(4 hours)</u>
<u>2.0 Administration of Justice</u>	<u>(8 Hours)</u>
<u>3.0 Legal Aspects</u>	<u>(16 Hours)</u>
<u>4.0 Telephone Procedures</u>	<u>(10 Hours)</u>
<u>5.0 Radio Procedures</u>	<u>(10 Hours)</u>
<u>6.0 Dispatch Practicals (Role-play exercise)</u>	<u>(8 Hours)</u>

<u>7.0</u>	<u>Stress Management</u>	<u>(6 Hours)</u>
<u>8.0</u>	<u>Telecommunications</u>	<u>(6 Hours)</u>
<u>9.0</u>	<u>Basic Emergency Medical Services Dispatching</u>	<u>(4 Hours)</u>
<u>10.0</u>	<u>Hazardous Materials</u>	<u>(2 Hours)</u>
<u>11.0</u>	<u>Unusual Incidents</u>	<u>(2 Hours)</u>
<u>12.0</u>	<u>Missing Persons- and Runaway Cases</u>	<u>(2 Hours)</u>
	<u>Examinations</u>	<u>(2 Hours)</u>
	<u>Total Minimum Required Hours</u>	<u>(80 Hours)</u>

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Selection and Training Standards for Dispatchers		Meeting Date January 21, 1988
Bureau Compliance & Certificate Services	Reviewed By	Researched By Darrell Stewart <i>DS</i>
Executive Director Approval <i>Norman C. Busham</i>	Date of Approval 1/6/89	Date of Report December 18, 1987
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No		

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Should the Commission schedule a public hearing to establish selection and training standards for public safety dispatchers?

BACKGROUND

Assembly Bill 546 (Attachment A) became law on January 1, 1988. The bill amends Penal Code Section 13510 by adding a new subsection (c), and adding Section 13525.

Penal Code Section 13510(c) requires that the Commission adopt rules establishing minimum selection and training standards for public safety dispatchers having a primary responsibility for providing dispatch services for law enforcement agencies described in subsection (a). Subsection (a) includes police, sheriffs, marshals, police of districts authorized to maintain a police department, district attorney criminal investigators, and peace officers of districts receiving state (POST) aid. The law defines "primary responsibility" as performing law enforcement dispatch duties a minimum of 50% of the time worked within a pay period.

Penal Code Section 13525 provides that qualified departments desiring to receive aid for the training of public safety dispatchers shall include the request for aid in its application to the Commission.

POST has not previously developed selection standards for non-sworn personnel such as dispatchers. However, within the past few years considerable time and effort have been expended by POST in developing an entry level training course for dispatchers. POST has certified eight Complaint/Dispatcher Courses statewide based on the 80-hour POST-developed curricula. There are also three certified Complaint/Dispatcher Courses which are less than 80 hours.

The Commission, at its November 5, 1987 meeting, adopted a policy to continue reimbursing departments whose claims for such reimbursement have heretofore been accepted for non-sworn dispatcher training until the new POST Dispatcher Program is implemented.

ANALYSIS

Listed in PC 13510(c) as eligible departments and entities entitled to participate in the Public Safety Dispatcher Program are "cities, counties, cities and counties and districts receiving state aid pursuant this chapter". This includes all of the departments currently reimbursable in the reimbursable peace officer program, including the departments defined as districts in Penal Code Section 13507 such as, the University of California, the State University and Colleges, community college districts, school districts, and regional park districts. It also includes consolidated dispatch centers utilized by law enforcement agencies even though they may be independent departments operated by a city, county, or city and county.

Penal Code Section 13510(c) does not specifically provide for the inclusion of all local law enforcement dispatchers nor does it include any state agencies, such as the California Highway Patrol, Fish and Game, or the State Police in the Public Safety Dispatcher program. These agencies may be included on a non-reimbursable basis, if the Commission desires, by specific language that may be incorporated in Commission Regulations to establish a specialized public safety dispatcher program. Because the Commission has allowed non-reimbursable peace officers of participating agencies to participate in a specialized law enforcement program, it is proposed that similar arrangements be made for public safety dispatchers not listed in 13510(c) of the Penal Code.

Proposed selection standards:

1. **Background Investigation:** A thorough background investigation shall be conducted to verify the absence of past behavior indicative of unsuitability to perform public safety dispatcher duties. The background investigation shall include a check of Department of Motor Vehicle records, and a search of local, state, and national fingerprint files to disclose any criminal record. Results of the background investigation shall be reduced to writing and retained by the department.
2. **Medical Examination:** A medical examination shall be conducted to verify the absence of any medical condition which would preclude the safe and efficient performance of dispatcher duties. Written verification that the medical examination was conducted in accordance with this requirement, signed by a licensed physician and surgeon, shall be retained by the department.
3. **Oral Communications:** Oral communication skills shall be evaluated to assure the presence of skill levels commensurate with the performance of dispatcher duties.

Proposed training standard: The current POST-developed 80-hour Complaint/Dispatcher Course be adopted as the minimum basic training for public safety dispatchers participating in the program, and that the course be completed within 12 months of hire.

Probation requirement: It is proposed that satisfactory completion of at least a 12-month probationary period be required for all public safety dispatchers in the program.

The proposed selection and training standards were developed after a review of statewide survey results regarding current public safety dispatcher standards, and

consultation with an ad hoc committee of field representatives. The proposed basic training standard involves a course which has been previously certified throughout the state and is very successful. This course was developed by POST last year as a basic complaint/dispatcher course.

The "Dispatcher Standards Advisory Committee" (Attachment B) met in December 1987 to provide general input and to review the proposed initial standards. The consensus of the committee was that the proposed selection standards appear reasonable pending the completion of indepth research. The committee advised that the current Complaint/Dispatcher Course is an excellent course and that it is appropriate as a "Basic Course" standard for public safety dispatchers.

In advising staff on selection and training standards, the Dispatcher Standards Advisory Committee suggested that the training standards should also include a refresher training requirement as is required of peace officers. The committee suggested a minimum of 24 hours of refresher training at least once every four years. Staff recommends, however, that a refresher training requirement should not be adopted at this time. Further research is necessary to determine what refresher training subjects and number of hours may be appropriate or necessary.

It is recommended that the proposed new public safety dispatcher standards be adopted as POST Regulation 1018, a totally new subsection. Related changes will be required in some existing regulations. Additionally, changes are necessary in PAM Section E, Reimbursements, to limit training reimbursement for dispatchers to departments participating in the reimbursable Dispatcher Program. See Attachment C, Proposed New Regulation 1018; Attachment D, Other Regulation Changes; and Attachment E, Proposed Procedure changes.

The proposed definition of a public safety dispatcher, for inclusion in Regulation 1001, includes call-takers, dispatchers, and others such as supervisors who are involved in receiving calls for service and/or dispatching law enforcement personnel. The effect of the definition would be that all individuals employed by participating agencies who are assigned to, and responsible for, complaint/dispatch duties would be subject to selection and training standards. Standards would apply to either full-time or part-time dispatchers but, consistent with law, only full-time employees would be eligible for reimbursement.

To implement the Public Safety Dispatcher Programs, a separate ordinance, resolution, or letter of intent will be required of all governmental jurisdictions including those now training dispatchers and receiving POST reimbursement. Modifying current ordinances, resolutions and letters could jeopardize peace officer participation, if dispatch organizations must be terminated from this program. A sample ordinance, resolution, and letter of intent will be provided to interested agencies.

RECOMMENDATION

Schedule a public hearing on April 21, 1988, for consideration of the proposed Regulation and procedure changes relating to the Public Safety Dispatcher Programs.

3019C
1-4-88

Assembly Bill No. 546

CHAPTER 971

An act to amend Section 13510 of, and to add Section 13525 to, the Penal Code, relating to crimes.

[Approved by Governor September 22, 1987. Filed with Secretary of State September 23, 1987.]

LEGISLATIVE COUNSEL'S DIGEST

AB 546, Condit. Local law officers: standards and training.

Existing law requires the Commission on Peace Officer Standards and Training to establish and enforce minimum standards relating to peace officer members of specified entities.

This bill would require the commission to additionally establish and enforce minimum standards relating to local public safety dispatchers, as defined.

Existing law provides for grants of state aid by the commission to local governments and districts from the Peace Officers' Training Fund.

This bill would provide that any governmental entity desiring to receive that state aid for the training of regularly employed and paid local public safety dispatchers shall include the request for that aid in its application to the commission for the aid.

The people of the State of California do enact as follows:

SECTION 1. Section 13510 of the Penal Code is amended to read:
13510. (a) For the purpose of raising the level of competence of local law enforcement officers, the commission shall adopt, and may, from time to time amend, rules establishing minimum standards relating to physical, mental, and moral fitness, which shall govern the recruitment of any city police officers, peace officer members of a county sheriff's office, marshals or deputy marshals of a municipal court, reserve officers as defined in subdivision (a) of Section 830.6, policemen of a district authorized by statute to maintain a police department, regularly employed and paid inspectors and investigators of a district attorney's office as defined in Section 830.1 who conduct criminal investigations, or peace officer members of a district, in any city, county, city and county, or district receiving state aid pursuant to this chapter, and shall adopt, and may, from time to time amend, rules establishing minimum standards for training of city police officers, peace officer members of county sheriff's offices, marshals or deputy marshals of a municipal court, reserve officers as defined in subdivision (a) of Section 830.6, policemen of a district authorized by statute to maintain a police department, regularly employed and paid inspectors and investigators of a district

attorney's office as defined in Section 830.1 who conduct criminal investigations, and peace officer members of a district which shall apply to those cities, counties, cities and counties, and districts receiving state aid pursuant to this chapter. All such rules shall be adopted and amended pursuant to Chapter 3.5 (commencing with Section 11340) of Part 1, of Division 3 of Title 2 of the Government Code.

(b) The commission shall conduct research concerning job-related educational standards and job-related selection standards, to include vision, hearing, physical ability, and emotional stability. Job-related standards which are supported by this research shall be adopted by the commission prior to January 1, 1983, and shall apply to those peace officer classes identified in subdivision (a). The commission shall consult with local entities during the conducting of related research into job-related selection standards.

(c) For the purpose of raising the level of competence of local public safety dispatchers, the commission shall adopt, and may, from time to time amend, rules establishing minimum standards relating to the recruitment and training of local public safety dispatchers having a primary responsibility for providing dispatching services for local law enforcement agencies described in subdivision (a), which standards shall apply to those cities, counties, cities and counties, and districts receiving state aid pursuant to this chapter. All such rules shall be adopted and amended pursuant to Chapter 3.5 (commencing with Section 11340) of Part 1, of Division 3, of Title 2 of the Government Code. As used in this section, "primary responsibility" refers to the performance of law enforcement dispatching duties for a minimum of 50 percent of the time worked within a pay period.

(d) Nothing in this section shall prohibit a local agency from establishing selection and training standards which exceed the minimum standards established by the commission.

SEC. 2. Section 13523 is added to the Penal Code, to read:

13523. Any city, county, city and county, or district which desires to receive state aid pursuant to this chapter for the training of regularly employed and paid local public safety dispatchers, as described in subdivision (c) of Section 13510, shall include that request for aid in its application to the commission pursuant to Sections 13522 and 13523.

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PROPOSED NEW REGULATION

1018. Public Safety Dispatcher Programs

The POST Public Safety Dispatcher Program and the Specialized Public Safety Dispatcher Program are established for the purpose of raising the level of competence of public safety dispatchers.

(a) Eligibility for participation

(1) To be eligible for participation in the Public Safety Dispatcher Program or the Specialized Public Safety Dispatcher Program, a jurisdiction or agency must adhere to the minimum standards for selection and training as defined in this section.

(2) A jurisdiction or agency shall be ineligible to participate if it:

i) Employs one or more public safety dispatchers who do not meet the minimum selection and training standards established by the Commission.

ii) Fails to permit the Commission to make such inquiries and inspection of records as may be necessary to verify claims for reimbursement or to determine whether the jurisdiction or agency is, in fact, adhering to the Commission's Regulations.

iii) Appears to the Commission that a participating jurisdiction or agency has failed to adhere to the minimum selection and training standards for public safety dispatchers. In such a case, the Commission shall notify the jurisdiction or agency of its concern and of the jurisdiction's or agency's probable ineligibility for participation. The Commission shall then request that the agency or jurisdiction comply with the minimum standards. In the event that the jurisdiction or agency fails to comply, the Commission shall afford the concerned jurisdiction's or agency's official representatives the opportunity to appear before the Commission and present appropriate evidence or testimony. If the Commission finds that the standards have not been adhered to, it must, beginning with a date determined by the Commission, reject all of the jurisdiction's or agency's requests for services or benefits. A jurisdiction or agency may be reinstated in the program and again become eligible for participation when, in the opinion of the Commission, the jurisdiction or agency has demonstrated that it will adhere to the prescribed standards. The period during which the jurisdiction or agency shall remain ineligible for services or benefits shall be at the discretion of the

1018. Public Safety Dispatcher Program (continued)

Commission. Ineligibility for participation in the Public Safety Dispatcher Programs shall, in no way, affect the status of a jurisdiction or agency in the Commission's programs for peace officers.

(b) Minimum selection standards for public safety dispatchers

(1) Every public safety dispatcher employed by a department participating in the Public Safety Dispatcher Program or the Specialized Public Safety Dispatcher Program shall, before hire, be subject to the following requirements:

- a) Background Investigation: A thorough background investigation shall be conducted to verify the absence of past behavior indicative of unsuitability to perform public safety dispatcher duties. The background investigation shall include a check of Department of Motor Vehicle records, and a search of local, state, and national fingerprint files to disclose any criminal record. Results of the background investigation shall be reduced to writing and retained by the department.
- b) Medical Examination: A medical examination shall be conducted to verify the absence of any medical condition which would preclude the safe and efficient performance of dispatcher duties. Written verification of the medical examination having been conducted in accordance with this requirement, signed by a licensed physician and surgeon, shall be retained by the department.
- c) Oral Communications: Oral communication skills shall be evaluated to assure the presence of skill levels commensurate with the performance of dispatcher duties.

(c) Minimum training standards for public safety dispatchers

(1) Every public safety dispatcher in a department participating in the Public Safety Dispatcher Program or the Specialized Public Safety Dispatcher Program shall satisfactorily complete the POST-certified Basic Complaint/Dispatcher Course as set forth in PAM D-1-7 within 12 months from the date of appointment, promotion, reclassification, or transfer to a public safety dispatcher position.

(d) Probation Period

(1) Every public safety dispatcher employed by a department participating in the Public Safety Dispatcher Program or the Specialized Public Safety Dispatcher Program shall demonstrate competence in the performance of the duties of a public safety dispatcher by satisfactory completion of a probationary period of at least 12 months.

1018. Public Safety Dispatcher Program (continued)

(e) Specialized Public Safety Dispatcher Program

Any public jurisdiction or agency, other than those described in Penal Code Section 13510(c), which employs public safety dispatchers whose primary responsibility is the provision of dispatch services for peace officer personnel, may participate in the Specialized Public Safety Dispatcher Program. Such participants shall not be eligible for reimbursement. All rules, and provisions except reimbursement provisions, that apply to the Public Safety Dispatcher Program shall also apply to the Specialized Public Safety Dispatcher Program.

(f) Reimbursements

- (1) In the Public Safety Dispatcher Program, reimbursements to cities, counties, city and county, and districts shall be granted by the Commission in accordance with Penal Code Section 13523.
- (2) Requests for reimbursement shall be in accordance with Section 1015(b) of these regulations.
- (3) When a Public Safety Dispatcher Program trainee has attended a course certified by the Commission for which reimbursement has been legally requested and paid, an employing jurisdiction may not receive reimbursement for subsequent attendance by the same trainee of the same course except where attendance of the course is authorized to be repeated periodically. Exceptions must be approved by the Executive Director prior to beginning the training course.
- (4) Reimbursement is provided only for expenses related to attendance of POST-certified courses.
- (5) Reimbursement may be provided only for satisfactorily completed training acquired by full-time public safety dispatchers in an on-duty status. See the POST Administrative Manual, Section E-1-4c and e, herein incorporated by reference.

OTHER REGULATION CHANGES

1001. Definitions

- (h) "Department" in the Regular Program is a city police department, a county sheriff's department, a regional park district, a district authorized by statute to maintain a police department, the California Highway Patrol, the University of California Police, the California State University and Colleges Police, marshals departments, district attorney offices employing investigators, and Community College District Police; in the Specialized Program is a specialized agency, department, division, branch, bureau, unit, section, office or district that provides investigative or general law enforcement services, and in the Public Safety Dispatcher Programs is the governmental entity which provides the dispatch services.
- (i) "Full-time Employment" as defined by local charter or ordinance; and, the employee normally works in excess of 20 hours weekly or 87 hours monthly; and, the employee is tenured or has a right to due process in personnel matters; and, the employee is entitled to ~~public safety~~ workmans compensation and retirement provisions as are other full-time ~~peace officer~~ employees of the same personnel classification in the department.
- (t) "Public Safety Dispatcher" is a full-time or part-time employee whose primary responsibility includes receiving calls for service and/or dispatching law enforcement personnel. The term public safety dispatcher also includes entry-level positions, advanced and technical positions, supervisors and managers whose responsibilities include performance of public safety dispatcher duties.

NOTE: Present (t) through (z) and (aa) will be relettered.

1006. Extension of Time Limit for Course Completion

- (a) The Commission may grant an extension of time limit for completion of any course required by Section 1005 or 1018 of the Regulations upon presentation of evidence by a department that ~~a peace officer an individual~~ is unable to complete the required course within the time limit prescribed because of illness, injury, military service, or special duty assignment required and made in the public interest of the concerned jurisdiction; or upon presentation of evidence by a department that ~~a peace officer an individual~~ is unable to complete the required course within the time prescribed. Time extensions granted under this sub-section shall not exceed that which is reasonable, bearing in mind each individual circumstance.

Proposed Procedure Changes

Commission Procedure E-1

1-4. General Requirements: General requirements relating to reimbursement are as follows:

6. Non-sworn persons performing police tasks who are to be assigned or are assigned to the following job classes are eligible, without prior approval from POST, to attend training courses, as provided by Regulation Section 1014, that are specific to their assignments. Job descriptions shall be used to determine those positions eligible:

Administrative Positions
~~Communications Technician~~
~~Complaint/Dispatcher~~
Criminalist
Community Service Officer
Evidence Technician
Fingerprint Technician
Identification Technician
Jailer and Matron
Parking Control Officer
Polygraph Examiner
Records Clerk
Records Supervisor
School Resource Officer
Traffic Director and Control Officer

7. Reimbursement for training which is not specific to one of the job classes enumerated in the above paragraph, must be approved by the Commission on an individual basis prior to the beginning of the course, providing such information as specified in Section 1014 of the Regulations.
8. A full-time public safety dispatcher, as defined in Regulation 1001(t), who is employed by a department or jurisdiction authorized to participate in the Public Safety Dispatcher Program by statute, and which is participating, may attend the POST-certified Basic Complaint/Dispatcher Course required by Regulation 1018, and the jurisdiction may be reimbursed for allowable training expenses up to the maximum hours listed in PAM E-4-3. Eligible public safety dispatchers as defined above may also attend POST-certified seminars and technical courses, which are specific to their assignments, without prior approval from POST, and the jurisdiction may be reimbursed according to the rules established by the Commission. Training for public safety dispatchers shall only be reimbursed to jurisdictions participating in the Public Safety Dispatcher Program. Training expenses may be reimbursed only for full-time employees as defined in Regulation 1001(t).

Commission Procedure E-4

4-3. Courses With Maximum Reimbursement Limitations: Subsistence, commuter lunch, and travel allowances will be reimbursed up to the date the maximum number of weeks is reached; and salary allowances will be reimbursed up to the maximum number of hours shown for the following courses:

	<u>Weeks/Hours</u>		<u>Weeks/Hours</u>
* Basic Course	13/520	Supervisory Course	2/80
Basic Complaint/ Dispatcher Course	<u>2/80</u>		
Marshals and Deputy Marshals Basic Training requirement is a combination of:		Advanced Officer Course	1/40
* Basic Course and	9.65/386	Executive Development Course	2/80
Bailiff and Civil Process Course	2/80	Management Course	2/80
		Management, Supervisory, Executive Seminars	1/40
District Attorney Inspectors or Investigators Basic Training requirement is a combination of:			
* Basic Course and	8.55/342		
Investigation and Trial Preparation Course	2/80		

Commission Procedure D-1

1-7 Basic Complaint/Dispatcher Course. The Basic Complaint/Dispatcher Course contains the following Functional Areas and minimum hours. This course provides instruction regarding entry-level skills and knowledge to personnel whose duties include receiving calls for services and dispatching law enforcement personnel.

Functional Areas:

<u>1.0 Introduction</u>	<u>(4 hours)</u>
<u>2.0 Administration of Justice</u>	<u>(8 Hours)</u>
<u>3.0 Legal Aspects</u>	<u>(16 Hours)</u>
<u>4.0 Telephone Procedures</u>	<u>(10 Hours)</u>
<u>5.0 Radio Procedures</u>	<u>(10 Hours)</u>
<u>6.0 Dispatch Practicals (Role-play exercise)</u>	<u>(8 Hours)</u>

<u>7.0</u>	<u>Stress Management</u>	<u>(6 Hours)</u>
<u>8.0</u>	<u>Telecommunications</u>	<u>(6 Hours)</u>
<u>9.0</u>	<u>Basic Emergency Medical Services Dispatching</u>	<u>(4 Hours)</u>
<u>10.0</u>	<u>Hazardous Materials</u>	<u>(2 Hours)</u>
<u>11.0</u>	<u>Unusual Incidents</u>	<u>(2 Hours)</u>
<u>12.0</u>	<u>Missing Persons and Runaway Cases</u>	<u>(2 Hours)</u>
	<u>Examinations</u>	<u>(2 Hours)</u>
	<u>Total Minimum Required Hours</u>	<u>(80 Hours)</u>

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Modifications in Regulations to Accommodate P.C. 832.4		Meeting Date January 21, 1988
Bureau Compliance & Certificate Services	Reviewed By	Researched By D. L. Stewart <i>fw</i>
Executive Director Approval <i>Norman C. Beckm</i>	Date of Approval 1/6/88	Date of Report December 18, 1987
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No		

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Changing Commission Regulations and procedures to conform with statutory changes in Penal Code Section 832.4, regarding obtaining the POST Basic Certificate and scheduling a public hearing for July 1988.

BACKGROUND

PC 832.4 was enacted by the Legislature in 1973 and required police officers, deputy sheriffs, and police officers of certain districts employed after January 1, 1974 to obtain the POST Basic Certificate within 18 months of employment in order to continue to exercise peace officer powers.

Assembly Bill 2538 (Statutes of 1987, Chapter 2538) was enacted, is effective January 1, 1988 (see attachment A), and adds language to PC 832.4 which indicates every peace officer listed in Subdivision (a) of Section 830.1, who is employed after January 1, 1988, shall obtain the Basic Certificate upon completion of probation, but in no case later than 24 months after peace officer employment in order to continue to exercise peace officer powers. The law allows for an extension of the 24-month period by three months if the employing agency has a 24-month probation period, to allow for certificate processing. The law, by reference to PC 830.1(a), covers any undersheriff, deputy sheriff, city police officer, police officer of a district authorized by law to maintain a police department, deputy marshal, deputy constable, and district attorney investigator. Sheriffs, elected marshals, and elected constables are exempted.

ANALYSIS

Key elements of the amendments to the law are:

1. Expand the classes of peace officers required to obtain basic certificates to include deputy marshals, district attorney investigators, and deputy constables.
2. Require that recipients of basic certificates have completed their employing agency's probationary period.
3. Lengthen time allowed for obtaining the certificate in order to accommodate probation-length requirements.

Commission Regulation 1010 now provides that participating agencies shall be ineligible if they employ officers who have not acquired the basic certificate within 6 months of completion of 12 months satisfactory service. It appears necessary to add a provision to Regulation 1010 to provide that officers employed in these agencies after January 1, 1988 must obtain the basic certificate upon completion of probation, but in no case later than 24 months (27 months if their probationary period is 24 months).

Commission Procedure F-1-5(a) now provides that applicants for award of a basic certificate must have completed a necessary period of satisfactory service and acquire the certificate within 18 months from the date first employed. It is proposed that this procedure be modified to provide that peace officers who are employed after January 1, 1988 must complete probation and acquire the certificate within 24 months of hire. If the probationary period is 24 months, an additional 3 months is allowed.

These changes would maintain consistency between POST regulations and the law. The regulation changes would be applied uniformly to all participating agencies and officers, including those not affected by Penal Code Section 832.4, for consistency and ease of administration. It is believed that the probation requirement and longer time frame will have a generally beneficial effect. Some departments in the past have said that the 18-month requirement was not long enough and resulted in awards of certificates to officers who subsequently failed to pass probation.

Proposed revised regulations and procedures to implement the above described changes are included in this report (see Attachment B, Proposed Changes).

In the past, changes to Procedure F, Professional Certificate Program, have not been subjected to the formal public hearing process. It is proposed that the above described change, as well as the entirety of PAM Procedure F, now be adopted formally through the public hearing/administrative law process. This proposal is based upon legal advice that Commission requirements for certificate awards are better protected from legal challenge if enacted into the Administrative Code following provisions of the Administrative Procedures Act. Procedure F, Section 1 through 5, is enclosed as Attachment C.

It is also recommended that amendment be made to Procedure F to specify maximum time requirements for processing certificates. This change would assure that the certificate program is in conformance with requirements of the Permit Reform Act. That act requires the publishing of such time requirements.

As a matter of information, Commissioners should be aware that the amendments to PC 832.4 expanded the list of peace officers who are required to obtain the basic certificate will result in future requests from officers whose departments do not participate in the POST program. Marshals, district attorney investigators, and constables were not previously subject to the law, and not all of their agencies currently participate in the POST program (no constables are now eligible to participate in the program). Commission Procedure F-1-2(c) already allows for award of basic certificates, regardless of agency participation in the program, if all requirements are met and officers are required by law to have the certificates.

RECOMMENDATION

Schedule a public hearing in July 1988 for consideration of the proposed Regulation and procedure changes.

Assembly Bill No. 2538

CHAPTER 843

An act to amend Section 832.4 of the Penal Code, relating to peace officers.

[Approved by Governor September 19, 1987. Filed with
Secretary of State September 21, 1987.]

LEGISLATIVE COUNSEL'S DIGEST

AB 2538, Katz. Peace officer training.

Existing law requires designated peace officers who are first employed after January 1, 1974, to obtain the basic certificate issued by the Commission on Peace Officer Standards and Training within 18 months of his or her employment.

This bill would require designated peace officers, except sheriffs, elected constables, or elected marshals, who are employed after January 1, 1988, to obtain the basic certificate issued by the Commission on Peace Officer Standards and Training upon completion of probation, but in no case later than 24 months after his or her employment, in order to continue to exercise the powers of a peace officer after the expiration of the 24-month period.

This bill would provide that in cases where the probationary period established by the employing agency is 24 months, these peace officers may continue to exercise the powers of a peace officer for an additional 3-month period to allow for the processing of the certification application.

The people of the State of California do enact as follows:

SECTION 1. Section 832.4 of the Penal Code is amended to read:

832.4. (a) Any undersheriff or deputy sheriff of a county, any policeman of a city, and any policeman of a district authorized by statute to maintain a police department, who is first employed after January 1, 1974, and is responsible for the prevention and detection of crime and the general enforcement of the criminal laws of this state, shall obtain the basic certificate issued by the Commission on Peace Officer Standards and Training within 18 months of his employment in order to continue to exercise the powers of a peace officer after the expiration of such 18-month period.

(b) Every peace officer listed in subdivision (a) of Section 830.1, except a sheriff, elected constable, or elected marshal, who is employed after January 1, 1988, shall obtain the basic certificate issued by the Commission on Peace Officer Standards and Training upon completion of probation, but in no case later than 24 months after his or her employment, in order to continue to exercise the powers of a peace officer after the expiration of the 24-month period.

In those cases where the probationary period established by the employing agency is 24 months, the peace officers described in this subdivision may continue to exercise the powers of a peace officer for an additional three-month period to allow for the processing of the certification application.

O

Regulation 1010. Eligibility for Participation

(b) A jurisdiction or agency shall be ineligible to participate if it:

- (1) Employs one or more peace officers who do not meet the minimum standards for employment; or
- (2) Does not require that every peace officer satisfactorily completes the required training as prescribed in these Regulations; or
- (3) Has in its employ any Regular Program peace officer hired after January 1, 1971, who has not acquired the Basic Certificate within six months after date of completion of 12 months of satisfactory service from the date first hired as a peace officer, or as otherwise determined by the Commission in PAM Section F-1-5-a; or
- (4) Has in its employ any regular or specialized program peace officer hired after January 1, 1988, who has not acquired the Basic Certificate upon completion of probation, but not later than 24 months after employment (except when the agency probation is 24 months, an additional three months is allowed).

(Note: Current (4) and (5) to be renumbered to (5) and (6))

Commission Procedure F-1

1-5. The Regular or Specialized Basic Certificate: In addition to the requirements set forth in paragraphs 1-2, 1-3, and 1-4, the applicant for the award of the Regular or Specialized Basic Certificate must:

- a. Have completed a period of satisfactory service in the appropriate program for which the certificate is being sought, of no less than one year, as attested to by the department head. Peace officers employed between July 1, 1971, and December 31 1987, have 18 months to acquire the Basic Certificate, while those employed after January 1, 1988 must acquire the certificate upon completion of probation but within 24 months of date of hire. If the local probation period is 24 months, an additional 3 months is allowed for obtaining the certificate. The applicant shall acquire the Basic Certificate before the expiration of statutory time limits from the date first employed. The Executive Director shall have the authority to determine the manner in which the ~~18-month~~ time periods are ~~is~~ calculated, when there is injury, illness, or other such extraordinary circumstances over which the applicant or department may have little or no control.
- b. Have satisfactorily met the appropriate POST Basic Course training requirement.

REGULAR AND SPECIALIZED LAW ENFORCEMENT CERTIFICATE PROGRAM

Purpose

1-1. The Professional Certificate Program: This Commission procedure describes the Professional Certificate Program established in Section 1011 of the Regulations.

General Provisions

1-2. Eligibility:

- a. To be eligible for the award of a Regular Program Certificate, an applicant must currently be a full-time regular peace officer employed and paid as such in a participating California agency in one of the following categories: a city police department, a county sheriff's department, a regional park district, a district authorized by statute to maintain a police department, the California Highway Patrol, the University of California Police, or the California State University and Colleges Police.
- b. To be eligible for the award of a Specialized Law Enforcement Certificate, an applicant must currently be a full-time, paid peace officer employee of a state, county, city, or special district investigative or law enforcement agency participating in the Specialized Law Enforcement Certificate Program.
- c. Full-time, paid peace officer employees of cities, counties and districts authorized to maintain police departments are eligible for award of a basic certificate if they are required by Penal Code Section 832.4 to attain such a certificate, and their employing agency does not participate in the POST Program. This eligibility shall pertain only to award of a basic certificate, which shall be issued only after compliance with all other conditions for basic certificate award expressed elsewhere in law and the PAM.

1-3. Application Requirements:

- a. All applications for award of certificates covered in this procedure shall be completed on the prescribed Commission form entitled "POST Certificate Application," POST 2-116 (Rev. 1/85).
- b. Each applicant shall attest that he or she subscribes to the Law Enforcement Code of Ethics.
- c. The application for a certificate shall provide for the following recommendation of the department head:

COMMISSION PROCEDURE F-1
Revised: January 1, 19801-3. Application Requirements (continued)

- (1) "I recommend that the certificate be awarded. I attest that the applicant has completed a period of satisfactory service of no less than 12 months and has been employed in compliance with the minimum standards set forth in Section 1002 of the Commission's Regulations. The applicant in my opinion is of good moral character and is worthy of the award. My opinion is based upon personal knowledge or inquiry. The personnel records of this jurisdiction/agency substantiate my recommendation."
- (2) When a department head is the applicant, the above recommendation shall be made by the department head's appointing authority such as the city manager or mayor, or in the case of a Specialized Agency, the applicant's superior. Elected department heads are authorized to submit an application with only their personal signature.

Education, Training, Experience

1-4. Basis for Qualification: To qualify for award of certificates, applicants shall have completed combinations of education, training and experience as prescribed by the Commission.

- a. **Training Points:** Twenty classroom hours of police training acknowledged by the Commission shall equal one training point. Such training must be conducted in a classroom or other appropriate site, in increments of two hours or more, taught by a qualified instructor, concluded with appropriate testing, and for which records are kept.
- b. **Education Points:** One semester unit shall equal one education point and one quarter unit shall equal two-thirds of a point. Such units of credit shall have been awarded by an accredited college or university.
- c. All education and training must be supported by copies of transcripts, diplomas and other verifying documents attached to the Application for POST Certificate. Units of credit transferred from one accredited college to another must be documented by transcripts from both such colleges. When college credit is awarded, it may be counted for either training or education points, whichever is to the advantage of the applicant.
- d. Training acquired in completing a certified Basic Course may be credited toward the number of training points necessary to obtain the Intermediate or Advanced Certificate. When education points as well as training points are acquired in completing the Basic Course, the applicant may select, without apportionment, the use of either the education points or the training points.
- e. For the Regular Program, law enforcement experience in California as a full-time, paid peace officer employee of a city police department, a county sheriff's department, a regional park district, a district authorized by statute to maintain a police department, the California Highway Patrol, or the University of California and the California State University and Colleges Police may be accepted for the full period of such experience; or for the Specialized Certificate Program specialized peace officer experience may be acceptable for the full period of such experience.

1-4. Basis for Qualification (continued)

- f. In other law enforcement categories designated by the Commission, the acceptability of the required experience shall be determined by the Commission, not to exceed a maximum total of five years. The experience must be documented and the name of the organization(s) indicated, years of service, duties performed, and types of responsibility.
- g. The Supervisory, Management, and Executive Certificates each require two years of satisfactory experience in the capacity designated in F-1-8(d), F-1-9(d) or F-1-10(d).

Middle management experience may substitute for supervisory experience. Department head experience may substitute for middle management or supervisory experience. An aggregate of four years' experience (with at least two years of experience at the higher rank) is required to receive both the Supervisory and Management Certificates; an aggregate of six years' experience (with at least two years of experience at the higher rank) is required before all three certificates may be awarded.

Professional Certificates

1-5. The Regular or Specialized Basic Certificate: In addition to the requirements set forth in paragraphs 1-2, 1-3 and 1-4, the applicant for the award of the Regular or Specialized Basic Certificate must:

- a. Have completed a period of satisfactory service in the appropriate program for which the certificate is being sought, of no less than one year, as attested to by the department head. The applicant shall acquire the Basic Certificate before the expiration of 18 months from the date first employed. The Executive Director shall have the authority to determine the manner in which the 18-month period is calculated, when there is change of employers, injury, illness, or other such extraordinary circumstances over which the applicant or department may have little or no control.

For an applicant whose service with the current employer is satisfactory, but less than one year in length, the aggregate of one year of service with the current and a qualifying previous employer is also acceptable. When the aggregate of service is used, both department heads' signatures are required (See PAM, Section F-1-3-c); and

- b. Have satisfactorily met the appropriate POST Basic Course training requirement.

1-6. The Regular or Specialized Intermediate Certificate: In addition to the requirements set forth in paragraphs 1-2, 1-3 and 1-4, the applicant for the award of the Regular or Specialized Intermediate Certificate must:

- a. Possess or be eligible to possess a Basic Certificate; and
- b. Satisfy the appropriate Basic Course training requirement and have acquired the training and education points and/or the college degree designated and the prescribed years of law enforcement experience in one of the following combinations:

COMMISSION PROCEDURE F-1
Revised: January 1, 1980

1-6. The Regular or Specialized Intermediate Certificate (continued)

Minimum Training Points Required	15	30	45		
Minimum Education Points or Degree Required	15	30	45	Associate Degree	Baccalaureate Degree
Years of Law Enforcement Experience Required	8	6	4	4	2

1-7. The Regular or Specialized Advanced Certificate: In addition to the requirements set forth in paragraphs 1-2, 1-3 and 1-4, the applicant for the award of the Regular or Specialized Advanced Certificate must:

- a. Possess or be eligible to possess an Intermediate Certificate; and
- b. Satisfy the appropriate Basic Course training requirement and have acquired the training and education points and/or the college degree designated and the prescribed years of law enforcement experience in one of the following combinations:

Minimum Training Points Required	30	45			
Minimum Education Points or Degree Required	30	45	Associate Degree	Baccalaureate Degree	Master Degree
Years of Law Enforcement Experience Required	12	9	9	6	4

1-8. The Regular or Specialized Supervisory Certificate: In addition to the requirements set forth in paragraphs 1-2, 1-3 and 1-4, the applicant for the award of the Regular or Specialized Supervisory Certificate must:

- a. Possess or be eligible to possess the Intermediate Certificate; and
- b. Have no less than 60 college semester units awarded by an accredited college; and
- c. Satisfactorily meet the training requirement of the Supervisory Course; and
- d. Have served satisfactorily for a period of two years as a first-line supervisor, middle manager, assistant department head, or department head as defined, respectively, in Sections 1001 (k), (p), (d), and (i) of the Regulations.

The certificate shall include the applicant's name, official title, and name of employing jurisdiction or agency.

1-9. The Regular or Specialized Management Certificate: In addition to the requirements set forth in paragraphs 1-2, 1-3 and 1-4, the applicant for the award of the Regular or Specialized Management Certificate must:

- a. Possess or be eligible to possess the Advanced Certificate; and
- b. Have no less than 60 college semester units awarded by an accredited college and;
- c. Satisfactorily meet the training requirement of the Management Course; and
- d. Have served satisfactorily for a period of two years as a middle manager, assistant department head, or department head as defined, respectively, in Sections 1001 (p), (d), and (i) of the Regulations.

The certificate shall include the applicant's name, official title and name of employing jurisdiction or agency. When a holder of a Management Certificate transfers as an assistant department head or middle manager to another jurisdiction, a new certificate may be issued upon request, as provided for in PAM, Section P-3, displaying the name of the new jurisdiction.

1-10. The Regular or Specialized Executive Certificate: In addition to the requirements set forth in paragraphs 1-2, 1-3 and 1-4, the applicant for the award of the Regular or Specialized Executive Certificate must:

- a. Possess or be eligible to possess the Advanced Certificate; and
- b. Have no less than 60 college semester units awarded by an accredited college; and
- c. Satisfactorily meet the training requirements of the Executive Development Course; and
- d. Have served satisfactorily for a period of two years as a department head as defined in Section 1001 (i) of the Regulations.

The certificate shall include the applicant's name, official title and name of employing jurisdiction. When a holder of an Executive Certificate transfers as a department head to another jurisdiction, a new certificate may be issued upon request, as provided for in PAM Section P-3, displaying the name of the new jurisdiction.

DENIAL OR CANCELLATION OF PROFESSIONAL CERTIFICATES

Purpose

2-1. Denial or Cancellation of Professional Certificates: This Commission procedure provides for the denial or cancellation of POST Professional Certificates as described in PAM, Section 1011(b).

Denial or Cancellation

2-2. Right to Deny or Cancel: Professional Certificates remain the property of the Commission, and the Commission has the right to deny issuance of a certificate when the person does not satisfy a prerequisite for issuance of a certificate, or cancel any certificate when:

- a. The person is adjudged guilty of a felony; or
- b. The certificate was issued by administrative error; or
- c. The certificate was obtained or the application was submitted involving misrepresentation or fraud.

2-3. Notification by Department Head: When a department head obtains information that a certificate should be denied or cancelled because of any of the conditions listed in paragraph 2-2 above, it shall be the department head's responsibility to immediately notify the Commission.

Investigation

2-4. Initiation of Investigation: When it is brought to the attention of the Commission that a professional certificate may have been issued involving conditions listed under paragraph 2-2, subsections a, b, or c, the Executive Director shall initiate an investigation into the matter. The department head and the concerned individual shall be notified in writing of the investigation.

Notice of Denial or Cancellation

2-5. Notification of Denial or Cancellation: If the facts of the case appear to substantiate cause for denial or cancellation, the individual concerned shall be notified.

- a. If a professional certificate is applied for and it is determined that one or more of the prerequisites for the issuance of the certificate has not been satisfied, the concerned person, via the person's department head, shall be notified in writing of the denial of the issuance of the certificate and given an explanation of the reason for denial.
- b. If the reason for cancellation of a certificate is that the person has been adjudged guilty of a felony, a certified copy of the abstract of judgment shall be obtained. After ensuring that the time has ended

COMMISSION PROCEDURE F-2
Revised: July 1, 1980

2-5. Notification of Denial or Cancellation (continued)

for the criminal appellate process, the individual concerned shall be notified by certified mail that it is POST's understanding that the individual has been convicted of a felony. The notice shall include a copy of the abstract of judgment, the demand that the individual return the certificate to POST, the statement that POST has no discretion under Penal Code Section 13510.1(f), and that cancellation upon conviction of a felony is mandatory. The notice shall also state that the certificate shall be deemed cancelled on the 45th day following the mailing of the notice, during which time the individual may respond in writing with documentation showing he or she has not been convicted of a felony.

- c. If the facts determined in the investigation substantiate cause for cancellation involving a condition listed under paragraph 2-2; subsections b or c, the individual concerned shall be so notified by certified mail of the grounds for the proposed cancellation. The notice shall direct the individual to return the certificate. The individual's department head shall also be notified. The notice shall also state that the certificate shall be deemed cancelled on the 45th day following the mailing of the notice. Before the expiration of the 45th day, if the individual desires a hearing, he or she must respond in writing with documentation showing that the reason for cancellation of the certificate is unfounded.

Hearing

2-6. Procedures for Hearing: If the holder of a certificate which is proposed for cancellation under paragraph 2-2, subsections b or c, desires a hearing regarding such action, the individual must notify the Commission in writing of the desire for a hearing within 45 days of the mailing of the notice of cancellation. The individual shall provide with the request for hearing all documentation he or she believes proves that the reason for cancellation of the certificate is unfounded.

- a. All hearings shall be conducted in conformance with the Administrative Procedures Act (Government Code Section 11340 et. seq.). All hearings shall be conducted by a qualified hearing officer who shall prepare a proposed decision in such form that it may be adopted as the decision in the case. The Commission shall decide the case.
- b. The Commission may decide the case on the basis of the transcript of the hearing conducted by the hearing officer.
- c. That portion of a meeting of the Commission to consider and decide upon evidence introduced in a hearing conducted as provided for in paragraph 2-6, subsection a, regarding cancellation of a professional certificate may be closed to the public.

REQUEST FOR REISSUANCE OF POST CERTIFICATE, POST 2-250

Purpose

3-1. Request for Reissuance of POST Certificate: This Commission procedure outlines the requirements for requesting the reissuance of a POST certificate if the original is lost, stolen, destroyed, bears incorrect information at the time of issuance, or a Management or Executive Certificate holder changes jurisdiction of employment (as provided in PAM, Section F-1).

General Information

3-2. A person who has been awarded a POST Certificate which is described above and who applies to POST for the reissuance of a certificate must:

- a. Complete a single copy of the Request for Reissuance of POST Certificate, POST 2-250, and submit it to POST.

A completed form, POST 2-250, shall be submitted for each certificate for which replacement is requested.

- b. Indicate on the POST 2-250 the certificate for which a replacement is being requested and a narrative statement explaining the circumstances surrounding the status, condition or reason necessitating the replacement of the original POST certificate.
- c. Return the original certificate with the POST form 2-250 if, for example, the circumstance for reissuance merely involves incorrect information.
- d. Sign and date the POST form 2-250, on line 12 or 13, whichever is applicable.

3-3. Upon the issuance of the replacement of a lost or stolen certificate, the original certificate is void. In the event the original certificate, if lost or stolen, is recovered, it must be immediately forwarded to the Commission. Management or Executive Certificates that are to be replaced because the holder changes jurisdiction of employment need not be returned to the Commission.

POST CERTIFICATE APPLICATION, POST 2-116

Purpose

4-1. POST Certificate Application: This Commission procedure provides instructions for the preparation of the POST Certificate Application, POST 2-116.

General Information

4-2. Responsibility for Application: The preparation of the POST Certificate Application is the responsibility of the employing jurisdiction and the peace officer applicant.

4-3. The Applicant must prepare an original POST Certificate Application, and submit it to the Commission on Peace Officer Standards and Training.

A completed application form must be submitted for each certificate requested. However, if the applicant is eligible for more than one certificate at the time of application, only one application need be submitted.

POST Certificate Application, POST 2-116

4-4. Form Preparation:

- a. Spaces 1 through 5 of the form record applicant personal information. The Social Security Number is the personal identifier and must be provided.
- b. Spaces 6, 7, 9, 10, and 11 record current peace officer employment and related information.
- c. Space 8 is to be used to designate the certificate(s) being requested.
- d. Spaces 12 through 15 list previous full-time peace officer employment information. Reserve officer experience is not acceptable and should not be listed.
- e. Spaces 16 through 19 are to be used to list information regarding completion of a basic course. If the basic course training requirement is met through the Basic Course Waiver process (PAM D-11) "BCWE" should be noted in Space 16.

The application for a basic certificate must be accompanied by copies of documents verifying completion of a POST-certified basic course, its equivalent, or the Basic Course Waiver process.

COMMISSION AGENDA ITEM REPORT

Agenda Item Title POST Model Field Training Program		Meeting Date January 22, 1988
Bureau Training Program Services	Reviewed By Glen Fine	Researched By H8 Hal Snow
Executive Director Approval <i>Norman C. Belem</i>	Date of Approval 12-15-87	Date of Report November 11, 1987
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		Financial Impact <input checked="" type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Should the Commission approve the distribution of a Model POST Field Training Program for the voluntary use of law enforcement agencies?

BACKGROUND

At the January 1985 meeting, the Commission directed staff to research POST's services concerning field training programs for law enforcement. The primary purpose of field training is to train newly appointed officers after completing the basic academy. Field training is also used to train reserve and laterally appointed officers. The Commission, in recognizing the importance of field training, authorized the appointment of a Management Fellow for six months to coordinate the research. Sergeant Robert Crawford of the Oakland Police Department was selected as project coordinator and served from July 1985 to December 1985.

Existing POST services concerning field training include: (1) a Field Training Manual (2) Field Training Officer courses, and (3) a program to approve agency field training programs. The Field Training Manual, which was last updated in 1976, is a detailed checklist for field training officers to train newly appointed or lateral transfer officers. It has been widely used in the past but is now very much out of date. The proposed model POST Field Training Program includes an updated Field Training Guide (Manual).

The focus of this study has been on the first two services - Field Training Manual and Field Training Officer Course Curriculum. With the input of an advisory committee representing field training officers (see Attachment A) and program managers from 18 agencies as well as 11 other pilot test agencies, a model field training program was developed. This proposed Model POST Field Training Program has no impact upon POST's service and criteria for approving agency field training programs.

The proposed Model POST Field Training Program includes an updated Field Training Guide (update of the 1976 Field Training Guide), a newly created Field Training Management Guide to assist agencies as a resource in managing their programs, a revised Field Training Officer Course Curriculum, and finally several undergirding program philosophies. These philosophies or

objectives are that field training should (1) give equal emphasis to training and evaluation; (2) be defensible, yet fair; (3) be effective and manageable; (4) be adaptable and flexible; and (5) include content that is comprehensive and up to date. This program was pilot tested in 11 agencies for six months and has been enthusiastically endorsed and adopted by these agencies.

ANALYSIS

The proposed Model POST Field Training Program is an accumulation of the best aspects of existing field training programs packaged into one that is believed to be state-of-the-art. The above identified philosophies or objectives were incorporated into the program in a variety of ways, including:

1. Program instructions recommend equal emphasis to training and evaluation of trainees which means that Field Training Officers (FTO's) should play an active training role.
2. Recommending in the Field Training Management Guide that FTO's should be carefully selected and trained.
3. Providing a system in the Field Training Guide for frequent trainee feedback and documentation of performance.
4. Including a performance-based program that is consistent with the Basic Course and based upon performance, not time.

Because the program is self-paced, it can accommodate both fast and slow learners. The program instructions emphasize the FTO following the Field Training Guide sequence as much as conditions permit because of the building block concept of learning that begins with simpler tasks and progresses to the more complex. The program recommends not allowing street conditions (calls for service and on-view situations) to entirely control the sequence of training which to some extent violates the goal of fairness and defensibility. Adaptability and flexibility are afforded by including provisions for agencies to train/evaluate on most agency policies. The program is equally applicable to newly appointed regular or lateral transferring officers and can be adapted for reserve officers by having agencies limit the number of performance objectives depending upon the level of reserve officers. The program is designed to be applicable to all sizes and types of agencies using uniformed officers.

After nine months of pilot testing in 11 agencies, several changes were made in the program consistent with the original goals and philosophies including:

1. Adding a weekly evaluation to supplement the segment evaluations (approximately every three weeks). This was found necessary in order to provide more frequent feedback to the trainee and to management.
2. Adding a recommended one-week trainee orientation that would provide instruction on agency policies, procedures, equipment, etc.
3. Revising the Field Training Guide format to permit agencies to assemble the four parts in any desired sequence (Part 1 - Instructions, Part 2 - Performance Objectives, Part 3 - Daily Observation Notes and Part 4 - Evaluations).

4. Revising the instructions to recommend a 4-6 hour orientation for FTO's on this POST Model Field Training Program--its philosophy, procedures, etc.
5. Additions to the Field Training Guide Checksheet, particularly performance objectives arising out of the recent Peace Officer Killing Study. Over 292 performance objectives are now included in the Guide.

With one exception, none of these 11 pilot test agencies (see Attachment B) were from the original development committee. These agencies were representative of varying size, geography, and type (police and sheriffs). Participating FTO's and their managers were provided a one-day orientation to the program. During the 9 months of pilot testing, 96 officers (including 67 newly hired regular and 20 lateral officers) were trained. The duration of the self-paced field training program ranged from 6 to 16 weeks with an average of 12 weeks.

The centerpiece of the Model POST Field Training Program is the Field Training Guide. Its purpose is to guide and sequence instruction. It holds trainer and trainee accountable thus reducing liability to agencies. The guide serves as a tangible, permanent record of proficiencies taught to and performed by trainees. Consistent with the Basic Course, the guide is based upon the patrol function even though the guide could be modified for other assignments, e.g., jail, investigation, etc.

The Guide contains four major sections: Instructions, Performance Objectives, Daily Training Notes, and Evaluations.

Performance Objectives--Performance Objectives are divided into 13 segments with each approximating a week's training activity with most trainees. A variety of teaching techniques is advocated.

Daily Training Notes--Daily Training Notes provide a convenient mechanism for FTO's to record observations about trainee progress which are available to each trainee.

Evaluations--Evaluations of the trainees are provided for each week to give frequent feedback to management. If agencies desire more frequent evaluations (e.g., daily) they are encouraged to do so. In addition to recommended weekly evaluations, the Guide suggests and provides segment evaluations which cover the three preceding segments. A principle of evaluation advocated by this program is that trainees should not be evaluated until after receiving training. If operational necessity requires the trainee to handle an activity prior to training, it is advocated daily observation notes be made on any negative performance but not reflected on evaluations. Positive performance on an objective without prior instruction can, on the other hand, be noted in an evaluation. FTO's are encouraged to volunteer for radio calls that are appropriate for the trainees' stage of development. For those few objectives that actual calls are not received and the opportunity for performance is not possible, trainees may be asked to verbally respond to a described incident that satisfies the FTO of the trainee's proficiency.

Because of the large volume of the three publications, copies are being forwarded to Commissioners under separate cover. Implementation of the model program entails publication of these documents--POST Model Field Training Guide, POST Field Training Management Guide, and POST Field Training Officer Course.

If the Commission approves this proposed Model POST Field Training Program, it would be staff's intent to print and distribute these publications to law enforcement agencies and appropriate course presenters. This model program is proposed to continue as a voluntary resource for law enforcement agency consideration. Presenters of the existing Field Training Officer Courses would be requested to evaluate their curriculum against that proposed in the POST Model with latitude for some local variations.

RECOMMENDATION

Approve the proposed Model POST Field Training Program and authorize its distribution.

#2835C
12/14/87

COMMISSION AGENDA ITEM REPORT			
Agenda Item Title		Meeting Date	
Modification of Basic Course Curriculum Incorporating Findings of the 1987 Peace Officer Killing Study		January 21, 1988	
Bureau	Reviewed By	Researched By	
Training Program Services	Hal Snow	Ray Bray	
Executive Director Approval	Date of Approval	Date of Report	
Morgan C. Boehm	12-10-87	November 25, 1987	
Purpose:			
<input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report		<input checked="" type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No	
Financial Impact			
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.			

Commission approval of Basic Course curriculum changes relative to the Peace Officer Killing Study.

The Peace Officer Killing Study, authorized by Legislation AB 1911 of 1985, required a study of incidents in which peace officers were killed. The study was to conclude with a report to the Legislature, the development of guidelines establishing optional standard procedures and changes in peace officer basic training. Responsibility for the study was assigned to the Commission. The study, "California Peace Officers Killed in the Line of Duty", was completed and approved by the Commission at the January 1987 meeting.

The development of guidelines recommended for law enforcement officer safety was completed and approved by the Commission at the July 1987 meeting. See Attachment A for guidelines.

POST formed a Curriculum Review Committee of basic academy directors, instructors, and subject matter experts to examine and compare the curricula being taught in the Basic Course with training guidelines from the Peace Officer Killing Study. Committee members were selected based on indepth knowledge of each subject pertaining to peace officer safety as identified in the recommended guidelines. These subject areas are Interpersonal Communications, Force and Weaponry, Patrol Procedures, Firearms, Physical Fitness, and Defense Techniques.

This curriculum development research comparing existing Basic Course content with guidelines from the Peace Officer Killing Study resulted in nine recommended new performance objectives and three existing objectives recommended for major modifications. As indicated in Attachment B, the Basic Course currently addresses many of the guidelines found in the Peace Officer Killing Study.

Attachment C provides the proposed language for each of the performance objective additions and modifications. The nature of each proposed change and the rationale is described here in the same order as presented in Attachment C.

Proposed new performance objective, 5.1.4, is recommended to be added to the Communications Functional Area and specifically to Learning Goal 5.1.0 concerning Interpersonal Communications. This objective would require students to identify the verbal/non-verbal behavior indicative of potential hostile actions by suspects. The basis for this addition stems from an advisory committee recommendation that training should emphasize communication skills and the appropriate response by the officer to exhibited behavior by the suspect just prior to assaults.

Three existing performance objectives (7.13.1, 7.14.1, and 7.15.2) found in the Force and Weaponry Functional Area are being recommended for significant modifications. P.O.'s 7.13.1 and 7.14.1 require students to shoot daylight and nighttime firearm courses of fire. The proposed amendment limits the courses of fire to 30 rounds being fired from one to seven yards and the remaining 30 rounds being fired from seven to fifteen yards. The purpose of this change is to increase the number of rounds fired and to require shooting at closer ranges. The rationale for these changes is Guideline #6 - Increased Danger When Dealing at Close Range With Suspicious Person. Twenty-one of the killings (51%) occurred when the distance between the officer and the suspect was less than five feet.

The proposed modification to P.O. 7.15.2 requires the student to experience the physiological stressors associated with an officer-involved shooting prior to and/or during this course of fire. The stressors can take the form of running, pushups, etc., and are intended to make the student aware of his/her physical limitations under these circumstances. The basis for this recommendation is Guideline #12-Shooting Judgment and Proficiency, Shooting Under Stress. Fourteen (35%) of the 40 officers who were killed by gunshot, fired their weapon at the suspect(s). Of the 14 officers who fired their weapons, eight (57%) were able to hit the suspect at least once; five missed the suspect. All officers were fired upon before returning fire.

In the Functional Area of Patrol Procedures, eight new performance objectives are proposed for the existing Learning Goal of Officer Survival and two new Learning Goals concerning Body Armor and Role of Primary/Cover Officer. New P.O.'s 8.37.7 and 8.37.8 require the student to identify the appropriate action to be taken after receiving a non-fatal wound and psychological phenomena which affect an officer's ability to successfully counter a life-threatening attack. These two very important objectives are based upon the advisory committee recommendation that training should emphasize the importance of a "will to survive" in spite of the tactical situation or the injuries received. Proposed new P.O. 8.37.9 concerning safety and tactics when dealing with suspects under the influence of alcohol and/or drugs which is based upon Guideline #3 - Extraordinary Hazards Posed by Persons Who Are Under the Influence of Drugs or Alcohol. Forty-six percent of the suspects who killed officers were under the influence of intoxicating liquor, drugs, or were mentally ill.

Under a new learning goal 8.48.0 concerning body armor, new P.O.'s 8.48.1 and 8.48.2, are being recommended. They relate to the student recognizing the benefit and limitations as well as experiencing the wearing of body armor during various specified academy physical activities in order to understand how a protective vest can limit mobility and flexibility. These recommended P.O.'s are based upon Guideline #11 - Advantages and Limitations of Body Armor. Nineteen of the fifty-two officers who were wearing body armor when they were assaulted believed the body armor reduced the seriousness of their injuries. Vests will be provided

free to academies by local law enforcement agencies when they purchase new vests for their officers, as the ballistic quality is not at issue for basic training purposes.

Under a new learning goal, 8.49.0, concerning primary cover officers, three new P.O.'s are being recommended (8.49.1-3). They require the student to recognize the respective responsibilities of primary and cover officer as well as demonstrate safe and effective tactics. The proposed additions emanate from Guideline #9 - Teamwork Required by Primary and Backup Officers. The study demonstrates that superiority of numbers of officers is not always enough to forestall violence. In over 70% of the cases in which officers were assaulted or killed by a single suspect, one or more backup officers were present at the scene.

Numerous other technical modifications to performance objectives and supporting unit guides are being made in response to results of the Peace Officer Killing Study and resulting guidelines. The above changes and additions to the Basic Course curriculum should have an impact in reducing peace officer killings and assaults. These changes and additions will require approximately eight additional hours to teach and test. Because these changes are considered extremely important and urgent, the Commission is being requested to approve them now (effective date March 1, 1988) and defer action on increasing the length of the Basic Course until after staff has completed a comprehensive study which is currently underway. These changes are supported by the academy directors.

RECOMMENDATION

Approve the above Basic Course curriculum changes and additions relating to the 1986 POST Study on Peace Officer Killings and Guidelines for Law Enforcement Officer Safety, effective March 1, 1988.

#2914C
12/2/87

GUIDELINES FOR LAW ENFORCEMENT OFFICER SAFETY

SECTION A. GUIDELINES FOR OPTIONAL STANDARD PROCEDURES

- Guideline #1: Each agency should reinforce, through directives, internal training or POST-certified training courses, the need for officers to follow accepted safety procedures and tactics when responding to hazardous situations.

The procedures and tactics should:

- * provide planned responses to hazardous situations, including conditions for delayed responses;
- * define and standardize the actions of primary and backup officers;
- * minimize risks; and
- * be tailored to the needs of the agency, reflect current knowledge and protect the officers and the community.

Comment:

Fifty-five percent of the officers killed and 69% of the officers assaulted had prior knowledge that the situation to which they were responding was potentially hazardous.

Thirty-nine percent of the officers killed and 50% of the officers assaulted received information, prior to arriving at the scene, that weapons were involved.

- Guideline #2: Each agency, when providing direction on the response to hazardous calls, should know the field situations that pose extraordinary hazards to officers.

The study identified the following hazardous situations:

- * dealing with intoxicated or mentally ill persons;
- * disturbance cases;
- * robbery-in-progress incidents; and
- * serving arrest and search warrants (particularly narcotic-related warrants).

- Guideline #3: Each officer should understand the extraordinary hazards posed by persons who are under the influence of drugs or alcohol or are mentally ill, and should receive training in techniques to deal safely with such individuals.

Comment:

Forty-six percent of the suspects who killed officers were under the influence of intoxicating liquor, drugs, or were mentally ill.

- Guideline #4: Each officer should understand the increased dangers involved in disturbance cases and robbery-in-progress calls, and should receive special training in the response to these high-hazard incidents.

Comment:

Disturbance cases of all types constituted the most common incident in which officers were killed or assaulted. Twenty percent (8) of the 40 officers who were killed and 27% of the officers assaulted were involved in an incident classified as a disturbance. Three of the eight officers were involved in a domestic disturbance.

Crime-in-progress was the third most common incident in which officers were assaulted or killed. Robberies were the most hazardous of the crime-in-progress incidents. Fifty-one percent of the crime-in-progress assaults and all of the officer deaths (4) occurred during robberies.

- Guideline #5: Officers assigned to a team for the purpose of serving an arrest or search warrant should receive special training in this high-risk activity.

Comment:

Eight of the forty (20%) officers killed were serving arrest and search warrants. Four of these officers were serving narcotics-related warrants.

- Guideline #6: Each officer should understand the increased danger when dealing at close range with suspicious persons, and should receive training that reinforces safe methods of handling suspects at this range.

Comment:

Twenty-one of the killings (51%) occurred when the distance between the officer and the suspect was less than five feet.

- Guideline #7: Each officer should be required to demonstrate proficiency in techniques to prevent the handgun from being taken by the suspect.

Comment:

Four of the six officers killed by their own weapon were shot after the handgun was forcibly taken during a struggle with the suspect.

- Guideline #8: Each officer should understand the responsibilities of the first officer at the scene and the tactical objectives of delayed response in hazardous situations. Delayed response considerations should include:

- * waiting for a backup officer or special team; or
- * waiting for more appropriate equipment; or
- * implementing a high-hazard response plan.

Comment:

In 12 of 40 (30%) incidents in which an officer was killed by gunshots, no backup officer was present.

- Guideline #9: Each officer should demonstrate knowledge of the different responsibilities of, and the teamwork required by, the "primary officer" and the "backup officer".

Comment:

The study demonstrates that superiority of numbers of officers is not always enough to forestall violence. In over 70% of the cases in which officers were assaulted or killed by a single suspect, one or more backup officers were present at the scene.

- Guideline #10: Each officer should receive training in the use of available cover to reduce the potential for injury in a hazardous encounter.

Comment:

Only 35% of the officers killed used available natural or artificial cover. Eighty-nine percent of the officers who were assaulted with firearms but not killed used available cover during the assault.

- Guideline #11: Each officer should understand the advantages and limitations of body armor.

Comment:

Nineteen of the fifty-two officers who were wearing body armor when they were assaulted believed the body armor reduced the seriousness of their injuries.

Forty officers were shot in the torso area of the body. Of this number, 18 (45%) were wearing protective vests. Five (27%) of the 18 officers wearing vests died as a result of the gunshot wounds. Only one death involved penetration of the vest. Eight (36%) of the 22 officers not wearing vests who were shot in the torso area died as a result of the gunshot wounds.

- Guideline #12: Firearms training should emphasize proficiency with all weapons normally available to the officer and conditions commonly encountered in the field. Judgment and proficiency should be demonstrated under conditions that include shooting under stress, in limited and artificial light, and from different positions and types of available cover.

Comment:

Fourteen (35%) of the 40 officers who were killed by gunshot fired their weapon at the suspect(s). Of the 14 officers who fired their weapons, eight (57%) were able to hit the suspect at least once; five missed the suspect, and one case was not available.

The remaining twenty-six officers who were killed (65%) did not fire their weapon.

Approximately two-thirds of the killings occurred outdoors. Twenty-seven percent of the officers who were killed and 57% of the officers who were assaulted were shot outdoors in artificial light or no light.

- Guideline #13: Each officer should receive training, using realistic scenarios, in observation and search techniques. Training should emphasize close observation of suspects' hands and actions, and areas within vehicles where handguns can be concealed. Training should emphasize the possibility that a suspect may have more than one weapon.

Comment:

Fifty-five percent of the 120 suspects who assaulted/killed officers with a concealed firearm had the firearm concealed on their person, in their hand or in their vehicle.

Suspects had a secondary weapon immediately available in 36% of the killings and 26% of the assaults.

SECTION B. SUPPLEMENTAL RECOMMENDATIONS OF THE ADVISORY COMMITTEE

The Advisory Committee reviewed the study data and participated in the development of the guidelines. In addition to the guidelines suggested by the data, the committee offered recommendations for training based on their observations and experience with hazardous situations. Those recommendations include:

- Each serious assault should be reviewed as soon as it is practical to do so. The findings of the review should be distributed in informational bulletins and in-service and tactical training.
- Agencies should articulate policy and train officers in the accepted interpersonal communications skills and demeanor with the public. Training should emphasize skills to reduce and avoid violence. Emphasis on communication skills and the appropriate response to exhibited behavior just prior to assaults should assist officers to handle critical incidents more effectively and reduce injuries.
- Law enforcement training should emphasize the importance of a "will to survive". Training should encourage the officer to continue to fight to live, in spite of the tactical situation or the injuries received.

Recommendations for Basic Course Curriculum Changes
Based Upon Peace Officer Killing Study Guidelines

Guideline #1 - Accepted safety procedures and tactics

- Agency specific guideline, not relevant to Basic Course

Guideline #2 - Response to hazardous calls

- Agency specific guideline, not relevant to Basic Course

Guideline #3 - Hazard posed by persons under influence of drugs or alcohol or are mentally ill

- Recommended new P.O. 8.37.9

Guideline #4 - Hazard posed by disturbance cases and robbery-in-progress

- Already covered in P.O. 8.25.1 crimes-in-progress and P.O. 8.26.0 handling disputes, Unit Guide to be expanded/updated

Guideline #5 - Serving arrest/search warrants

- Not relevant to Basic Course "Patrol" task

Guideline #6 - Danger when dealing at close range with suspicious persons

- Recommended new P.O. 5.1.4 (recognition of potential hostile)
- Recommended revision to P.O. 12.7.7 (weapons retention)
- Recommended revisions to P.O. 7.13.1/7.14.1 (handgun/range)

Guideline #7 - Handgun retention

- Recommended revision to P.O. 12.7.7 (weapons retention)

Guideline #8 - Delayed response in hazardous situations

- Already covered in P.O. 8.25.0 (crimes-in-progress), Unit Guide to be expanded/updated

Guideline #9 - Primary/backup officer roles

- Recommended new learning goal 8.49.0 (role of primary/backup officers) including three new P.O.'s 8.49.1-3

Guideline #10 - Use of cover during hazardous encounters

- Expand/update Unit Guide on 8.37.0 (officer safety)

Guideline #11 - Training on use of body armor

- Recommended new P.O. 8.48.1 and 8.48.2

Guideline #12 - Firearms training proficiency, stress conditions

- Recommendation to modify P.O. 7.15.2

Guideline #13 - Scenario training in observation and search techniques

- Already included in Basic Course

Other recommended curriculum changes

- Recommended new P.O. 8.37.8 (will to live)
- Recommended new P.O. 8.37.7 (reacting to simulated non-fatal wound)

MAJOR BASIC COURSE CURRICULUM CHANGES
RESULTING FROM THE PEACE OFFICER KILLING STUDY

Functional Area 5--Communications

- (New) 5.1.4 The student will identify the verbal/non-verbal behavior which is indicative of potential hostile actions of people including:
- A. Red flushed face
 - B. Loud voice
 - C. Hyperventilation
 - D. Anger
 - E. Shaking, twitching hands

Functional Area 7--Force and Weaponry

- (Modify) 7.13.1 Given a daylight range exercise with a time limitation and an acceptable score established by the school, agency, or advisory committee, the student will fire a minimum of 25 60 rounds on a handgun course consisting of single and/or multiple silhouette targets. ~~at ranges of one to fifteen yards using the service handgun and "point (no sights) shooting."~~ Thirty rounds shall be fired at ranges of one to seven yards using the service handguns and "point" (no sights) shooting. Thirty rounds shall be fired from 7-15 yards using the service handgun and sight shooting.
- (Modify) 7.14.1 Given a nighttime range exercise under low lighting or darkened conditions, with a time limitation and an acceptable score established by the school, agency, or advisory committee, the student will fire a minimum of 25 60 rounds on a handgun course consisting of single and/or multiple silhouette targets. ~~at ranges of one to fifteen yards using the service handgun and "point (no sights) shooting" with an acceptable score.~~ Thirty rounds shall be fired at ranges of one to seven yards using the service handgun and "point" (no sights) shooting. Thirty rounds shall be fired from 7-15 yards using the service handgun and sight shooting.
- (Modify) 7.15.2 Given a daylight combat range exercise established by the school, agency, or advisory committee, the student will load, ~~empty,~~ fire, and reload the service handgun utilizing the authorized agency ammunition and loading device worn by the officer during regular duty assignment. The student will experience physical activity often associated with an officer-involved shooting prior to and/or during the course of fire.

Functional Area 8--Patrol Procedures

- (New) 8.37.7 The student will identify the appropriate action to be taken after receiving a non-fatal wound including:
- A. Self-administered first aid
 - B. Cover and concealment
 - C. Escape routes
 - D. Weapons retention
 - E. Suspect apprehension
- (New) 8.37.8 The student will identify the following psychological phenomena which affect an officer's ability to successfully counter a life-threatening attack including:
- A. Will to live
 - B. Shock
 - C. Flight-fight reaction
- (New) 8.37.9 The student will identify safety and tactical considerations when dealing with suspects under the influence of alcohol and/or drugs including:
- A. Limitations of traditional weaponless defense methods
 - B. Use of specialized weapon to subdue suspects, i.e., tasers, capture net, and chemical agents
 - C. Need for additional officer assistance
- (New) 8.48.0 Learning Goal: The student will understand benefits and limitations of wearing protective body armor.
- (New) 8.48.1 The student will identify the following characteristics of body armor:
- A. Benefits for wearing
 - B. Types of body armor
 - C. Level of protection against firearms
 - D. Level of protection against knives and other penetrating weapons
- (New) 8.48.2 The student will wear body armor at least once during each of the following activities:
- A. Weaponless defense and baton
 - B. Firearms range exercise (both handgun and shotgun)
 - C. POST physical abilities (work samples test) or its approved equivalent
 - D. Scenario exercise(s)

8.49.0 ROLE OF PRIMARY/COVER OFFICER

(New) Learning Goal: The student will understand and have a working knowledge of the duties, responsibilities, and hazards of functioning as both a primary (contact) and cover officer.

(New) 8.49.1 The student will identify the following responsibilities of a primary (contact) officer:

- A. Designating primary/cover officers
- B. Maintaining communications with cover officer
- C. Maintaining position relative to cover officer
- D. Delegating responsibilities to cover officer

(New) 8.49.2 The student will identify the following responsibilities of a cover officer:

- A. Maintaining communications with primary officer
- B. Maintaining position relative to primary officer
- C. Perform assignments directed by primary officer
- D. Maintaining awareness of surroundings

(New) 8.49.3 Given a practical exercise requiring multiple officers and at least one unsecured suspect, the student will demonstrate safe and effective tactics while acting in the capacity of the cover officer

G

COMMISSION AGENDA ITEM REPORT			
Agenda Item Title Proposed Concept for The POST Supervisory Leadership Institute		Meeting Date January 21, 1988	
Bureau Training Program Services	Reviewed By Hal Snow	Researched By Terry Cunningham	
Executive Director Approval <i>William C. Belton</i>	Date of Approval 12-16-87	Date of Report November 23, 1987	
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No			
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.			
<p><u>ISSUE</u></p> <p>Should the Commission approve the proposed concept of the Supervisory Leadership Institute as described in this report?</p> <p><u>BACKGROUND</u></p> <p>At the October 1985 meeting, the Commission directed staff to research the concept of a Supervisory Leadership Institute which would improve leadership capabilities of existing first-line supervisors. At the October 1986 meeting, the Commission approved a six-month contract to secure the services of a POST Management Fellow.</p> <p>Lieutenant Terry Cunningham, Los Angeles Police Department, began work on the project on June 1, 1987. Lieutenant Cunningham organized an advisory committee composed of law enforcement executives, managers, supervisors, and behavioral science experts (See Attachment A). The committee reviewed research of existing leadership training programs in the public, private, and military sectors. At the November 1987 meeting, the Commission was advised that the concept phase was nearing completion. The Commission approved a six-month extension of the contract to retain the services of Lieutenant Cunningham to complete the curriculum development phase of the project.</p> <p>The course curriculum will be based on the proposed concept described below or as otherwise directed by the Commission.</p> <p><u>ANALYSIS</u></p> <p>The purpose of the Supervisory Leadership Institute as proposed is to enhance the leadership abilities of the first-line supervisor in California law enforcement. Leadership involves influencing others toward the achievement of organizational goals. Through their own behavior, leaders influence the behavior of others. Leaders seek and accept responsibility, allowing them to demand responsible actions from others. Leaders must have the interests of those under his or her charge in mind. Leaders must "have their own act together" before they can be truly effective. The Institute is conceived from an "inside out" approach as it will concentrate on the inner strength of leaders first. One of the tenets of the Institute is that the influence must always be exercised by first-line supervisors within the framework, values, and limitations of the employing law enforcement agency.</p>			

Initial research and field input identified those factors of a leader's effectiveness that were separate from managerial skills addressed in current course material. Certainly, leaders should possess management skills, but leadership goes beyond simply managing. Leadership involves such attributes as inspiration, empowerment, action-orientation, and commitment, as opposed to managerial concepts of control, authority, and standardization. Leader effectiveness stems from trust, which, in turn, is based on demonstrated values and ethics. Skills and techniques are useful and effective, but absent the underlying values and ethics, influence over others cannot achieve its full potential. There is general concurrence with the view that leadership can be developed and learned.

OBJECTIVES

Within the framework of organizational culture and supervisory limitations, the curriculum is proposed to specifically address the following aspects of leadership and thus can be considered the program's learning objectives:

1. Values Identification and Reconciliation--Identify and understand personal/organizational values and their relationship to effective leadership.
2. Perspective--Analyze situations from a variety of perspectives, including options and outcomes in decision making.
3. Goals/Roles--Understand the importance of agency goals and objectives and the role of the supervisor/leader in attaining them.
4. Loyalty--Understand and balance the concepts of loyalty and commitment with the courage, tact, and timeliness to propose alternative solutions.
5. Confidence--Develop participants' self-confidence and their confidence in the ability of others.
6. Development--Recognize the necessity and power of a sincere and genuine concern for the continuous development of all personnel, including self, subordinates, and peers.
7. Flexibility--Develop flexibility in approaches to personal and organizational issues, consistent with accepted values and principles.
8. Influence--Identify, understand and develop proper influence in effectively motivating others towards goal accomplishment.
9. Communication--Develop communication and other interpersonal skills.
10. Accountability--Develop skills to enhance accountability in the behavior of self and subordinates.
11. Supportive--Develop relationship skills which enable supervisors to be supportive of subordinates, peers, and superiors, while maintaining focus on the task.

Although there are a great number of other aspects or factors associated with leadership, these are considered the most essential to address in this training program.

INSTRUCTIONAL FORMAT AND METHODOLOGY

Instructional methodology should be relevant to the above training objectives. Emphasis will be given to innovative/experiential teaching techniques which actively involve students working in small group activities when appropriate. Participants will be required to complete prereading and prepare short papers on instructional topics in advance of each session. This will assure certain levels of prerequisite knowledge and limit time necessary for classroom instruction.

Instructional format will be finalized as the curriculum is developed and inputs received from potential presenters and instructors. A key issue to be resolved is whether to allow free enrollment in each seminar or to require that the same group of students progress from one seminar to the next until the full program is completed. Because much of the value in learning will likely occur as a result of student interaction, the instructional format contemplated at this time, is that the same students will progress through the course together from beginning to end. The curriculum would be structured in building block fashion, thus precluding students from dropping into parts of the training. It is anticipated that the course will consist of an undetermined number of three-day sessions, occurring once each four to six weeks. A course spanning several months would have an excellent probability of imparting basic traits and attributes of leaders. The anticipated mental intensity level of the course dictates limited duration sessions, and three days appears to be the maximum length before learning ability would likely diminish.

TARGET AUDIENCE AND SELECTION PREREQUISITES

The Institute should be a voluntary course directed towards the needs of first-line, sworn supervisors. However, input from police executives have encouraged that law enforcement civilian supervisors be eligible to participate at the discretion of individual department heads. A determination as to the relevance of the course to civilian supervisors will be made after curriculum development.

Applicants will be required to be endorsed by their employing agencies and have completed the POST Basic Supervisory Course and one year at the rank of supervisor. Employing agencies would have latitude to select trainees regardless of their current leadership ability, potential, or assignment. These prerequisites will serve the need for trainees to have a common base of knowledge and experience. It is assumed that leadership can best be enhanced, given high motivation, and desire on the part of the participant. Departments will be notified of the curriculum and intensity of the program, which should aid them in selecting participants. Other than the above prerequisites, no other candidate screening is contemplated. The certified course presenter(s) will be asked to develop an equitable system for admitting eligible candidates should a backlog of applicants develop. There are over 6,800 first-line supervisors that may be eligible to participate in the program.

COURSE COMPLETION STANDARD

It is proposed that the standard for successfully completing and continuing in the Institute will include: (1) attendance at all sessions, (2) completing all outside assignments at an acceptable level, (3) participation in all session activities, and (4) passing written and other examinations. Participants exhibiting insufficient motivation would be terminated from the program.

PILOT TESTING

The curriculum will be pilot tested with a group of students prior to being submitted for final Commission approval. Pilot testing very often results in changes being made to curriculum including content, hours, and instructional methodology. If a contract with a course presenter is found to be necessary to offer the pilot, approval will be sought from the Commission.

PROGRAM COSTS

Pending actual experience with the program, it is difficult to predict the level of program interest and cost. It is suggested that the program be initially limited to 500 students and a \$250,000 annual total cost. The Commission could revise these limits as the needs suggest. The training can be offered under contract with presenter(s) or under reimbursement plan III--tuition, travel, and per diem. An estimate of the instructional costs for each student is \$2,000 (\$14/student hour X 144 hours). Travel and per diem costs are estimated at \$3,000 per trainee for a total of \$5,000 per trainee (\$5,000 x 500 trainees = \$250,000).

PROGRAM COORDINATION

It is estimated that this program will ultimately require the full-time services of a senior consultant and a half-time secretary. Staff activities will include monitoring instructional quality, coordination with presenters, program promotion, budget/contract preparation, ongoing evaluation, etc. A future proposal will be made for these permanent positions as a budget change proposal for the 1989-90 fiscal year, if the Commission approves.

PROGRAM EVALUATION

As part of the curriculum development phase, a detailed plan for evaluating the program is being prepared. Program evaluation may include followup surveys of graduates, subordinates, peers, and supervisors; completion of pre and post training assessment instruments by attendees; and followup workshops with graduates, and others. The primary focus of the evaluation will be to determine what impact the program has on supervisors' performance on the job.

GRADUATE RECOGNITION

It is proposed that POST issue a special certificate to graduates of the Institute. Also, the idea of providing some other distinctive recognition such as a lapel or ribbon pin will be evaluated. These benefits must be evaluated against the notion that leaders don't need visible signs of recognition.

This description of the Institute concept represents input from the law enforcement managers and executives who enthusiastically support the establishment of the Institute. Improving the leadership capabilities of first-line supervisors is viewed as a necessary and important step in improving organizational and managerial effectiveness in California law enforcement. If this concept meets with Commission approval, curriculum development can continue with considerably more certainty.

RECOMMENDATION

Approve the above described concept for the POST Supervisory Leadership Institute.

Supervisory Leadership Institute
Advisory Steering Committee

Chief Charles Brobeck
Chief Bill Carlson
Sheriff Glen Craig
Chief Oliver Drummond
Director Raymond Forsyth
Chief Jim Gardiner
Chief Ron Lowenberg
Chief Vince Jimno
Deputy Chief Craig Steckler
Deputy Chief James Spreine
Captain Ron Black
Captain Robert Taylor
Captain Robert Blankenship
Captain Peter Sarna
Lieutenant Dennis Kollar
Lieutenant Bob Brooks
Sergeant Joe Scelso
Sergeant Larry Andrews
Sergeant Charles Carlton
Sergeant David Johnson
Sergeant Jim Newman
Dr. Kendall Price
Dr. Cliff Anderson
Dr. Jacob Steingart

Novato Police Department
California Highway Patrol
Sacramento County Sheriff
Hanford Police Department
Visalia Department of Public Safety
San Luis Obispo Police Department
Cypress Police Department
Escondido Police Department
Fremont Police Department
Laguna Beach Police Department
Los Angeles County Sheriff
Los Angeles Police Department
Redding Police Department
Oakland Police Department
San Diego County Sheriff
Ventura County Sheriff
San Diego Police Department
San Bernardino County Sheriff
Los Angeles Police Department
San Rafael Police Department
Chino Police Department
Los Angeles Police Department
Hanford Police Department
Los Angeles Police Department

H

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title POST Reproduction/Distribution of Videotapes for In-service and Roll Call Training		Meeting Date January 21, 1988
Bureau Training Program Services	Reviewed By Glen Fine	Researched By Hal Snow <i>HS</i>
Executive Director Approval <i>Mouman C. Behr</i>	Date of Approval 12.15.87	Date of Report November 13, 1987
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input checked="" type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No		

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Should the Commission authorize pilot testing of a program to increase availability of videotapes for brief in-service or roll call training in law enforcement agencies?

BACKGROUND

At the July 1987 meeting, the Commission directed staff to assess ways of addressing the need to make roll call videotapes available to the field along with cost options and report results at the January 1988 meeting. In particular, the Commission's Long Range Planning Committee desired the study to address potential costs associated with a more active POST-operated program of collecting existing tapes from agencies and distributing them to law enforcement agencies. This action was the result of POST's 1986 Field Needs Survey in which the field overwhelmingly (93.7%) concurred with the statement:

Question 33 - POST should develop and make available to agencies videotapes, videodiscs, or computer software for brief in-service or roll call training on various topics (with the understanding that agencies would furnish their own hardware).

Most of the survey responses (78.4%) indicated their agencies would use these materials with 20.3% indicating uncertainty.

POST's current role with regard to law enforcement training media productions is expressed by Commission policy (Attachment A). Consistent with this policy, POST annually produces and distributes a media catalog containing information about existing media. POST also serves in a clearinghouse capacity by coordinating the identification of needed subjects with agency media producers. Most agency producers provide copies of training videotapes upon request by law enforcement agencies at little or no cost. Over 800 agency-produced videos are currently listed in the POST Media Catalog with approximately 50 added each year. POST has restricted distribution of the catalog to training managers of each agency so as to minimize duplicate requests from the same agency. The present system of media distribution essentially requires individual agencies to initiate the search for needed training videos and then to request or purchase them.

The present system appears to be working well with approximately 600 requests per month received by 15 California agencies which produce videotapes for training purposes.

ANALYSIS

Based upon the overwhelming expression of interest in having videos made more readily available, it is anticipated many agencies would initiate or expand training or information distribution for in-service or roll call briefings if video training tapes were made available. It should be pointed out POST has no legal responsibility for such non-certified training but certainly has broad authority to provide services related to improving the professional competence of peace officers. The fundamental issue to be considered is to what extent POST should divert resources (staff and reimbursement) from existing formalized training programs for this purpose.

The following six alternatives appear to provide the Commission with options for a more active POST role in media production and/or distribution. They are listed in order of increasing POST involvement and resource commitment. Depending upon which alternative is selected by the Commission, a considerable range of resources could be expended to expand production and/or distribution of videotapes for training which presumably could be used both for formalized POST-certified training and in-service roll call briefings.

Alternatives

1. Continue present clearinghouse service of producing the Media Catalog. Now that the catalog has been initially developed, nominal staff, printing, and mailing costs are involved in updating it annually. This alternative now appears not to be meeting field expectations.
2. Enhance present service by POST making agencies more aware of available productions. This could be accomplished through frequent articles in POST Scripts (see Attachment B for example), direct mailings, media fairs showing training managers the latest productions, and/or an annually produced video depicting brief clips of the latest videos and their source. The example article generated higher than normal requests/purchases from agency producers. These methods for increasing awareness represent relatively modest cost increases for POST.
3. POST annually selects five to fifteen of the best videos produced by agencies meeting the highest priority training need and make them available upon request at no cost to requesting agencies or training institutions. A process could be developed wherein the most relevant and recently agency-produced videos would be screened by a group of user agency representatives from which are selected the best and most generic. POST would provide descriptive information to all agencies and an opportunity to request copies from POST or a reproduction source under contract with POST. Because the costs for this service are dependent upon the uncertain number of requests (estimated \$8.00/tape for duplication plus \$2.00/tape for postage), annual costs could be controlled by the number of video productions advertised as available from POST. In this way, the Commission could authorize an annual maximum expenditure for this purpose. For example, an expenditure authorization for this service could be established at \$75,000 which

could distribute 10 videos if all 600 agencies and basic academies requested copies of each. Obviously, more tapes could be made available because not all agencies would request copies. By establishing available ordering time periods and cut-off dates, the above bulk rates for tape duplication could be obtained. Under this alternative, the Commission could establish a maximum expenditure authorization which can be managed by adjusting the number of video productions/computer software/videodiscs advertised and made available. Under this alternative, each videotape would be accompanied by a list of key instructional points and discussion questions to aid roll call supervisors. Videos distributed by POST under this pilot would necessarily be accompanied with an admonition for the requesting agency to preview the media for purposes of determining its consistency with departmental policies and procedures.

4. POST establish a network of regional video lending libraries which would loan copies of POST selected and advertised videos. The attraction of a lending service is the ability to reuse videotapes and to permit agencies closer and quicker access to larger numbers of training tapes. However, the cost to establish and maintain regional distribution libraries is uncertain and needs to be thoroughly studied to determine costs and the feasibility for using existing regional training centers and agencies.
5. POST become a repository for agency-produced videos and provide or loan copies upon request. The cost to initially establish a repository-distribution service would be a minimum of \$75,000 for tape duplicating equipment, storage, and other processing items. Other costs include purchase of blank videotapes and postage. A minimum of one full time technician would be required to fill requests. Of course POST could contract out for these services, but a contract would in all likelihood be at least as costly. One of the other serious disadvantages of this alternative is the difficulty in limiting requests from agencies. As some of the agency producers have experienced, requests have been received for a copy of every video production which would require an unacceptable amount of staff time to accommodate such a request. Another disadvantage is the likelihood that agency media producers would resist including their productions in the library because of losing control over distribution and the recognition for providing this service.
6. POST fund the production of videos and distribute them upon request. Under current Commission policy, Attachment A, POST could fund the production of needed videos if other alternatives have been exhausted. For the most part, agency producers are developing and making available many of the needed videos. Costs for producing videos range from as low as \$1,500/minute up to \$5,000/minute. It would appear reasonable to suggest this alternative should be pursued only for unusual circumstances when agency producers cannot or will not develop a needed video and there exists high-priority media needs.

After analyzing and reviewing these alternatives with field input, it is recommended a one-year pilot program be established involving above alternatives 2, and 3. The pilot would consist of three elements: (1) continuing and enhancing the present clearinghouse service through making more information available

about existing productions and the sources for obtaining them, (2) POST selecting an undetermined number of the most needed, generic, recently produced, and best videos and make them available at no cost to requesting agencies or basic academies (alternative #3), and (3) conduct an evaluation of the program's effectiveness, with a report provided to the Commission after one year. As part of that evaluation, it is anticipated that a form will accompany tapes to solicit information about their use, acceptability, etc. It is projected that this pilot could be implemented at a cost of \$75,000, which would be for contracting with a video duplication service to make and send copies. Coordination for the pilot program would be accommodated by existing staff.

The benefits of adopting the limited pilot program include:

1. It continues the present system of media distribution which is working well but could be enhanced. Recent experiments with enhancing advertising available productions has increased usage.
2. POST making available the best productions will reduce the present burden of agency producers having to provide videos requested by other agencies.
3. Selecting this more limited approach on a pilot basis affords the opportunity to experiment, study, and evaluate without major expenditures for alternatives with unproven effectiveness.
4. This alternative avoids a major diversion of resources from formalized POST-certified training programs.
5. This proposal would permit basic academies access to POST-provided video productions, etc., thus improving the quality of formalized training.
6. This pilot will enable POST to duplicate and distribute the computer software and videodisc for the soon-to-be-available PC 832 video interactive program.

The disadvantages of pursuing this pilot program are:

1. Establishing a pilot program for this service will build expectations that it will continue, thus making it difficult to discontinue.
2. There is no guarantee that agencies requesting copies of free videotapes would actually use them nor use them properly.
3. The demand for video training tapes could ultimately exceed POST's ability to satisfy.

This pilot program represents the general consensus of input received from the California Association of Police Training Officers. However, there was general agreement and support for alternatives 4, 5, and 6 which involve the establishment of a regional or centralized library of videos, etc., along with POST producing videos on a more aggressive basis. In assessing these approaches, it is apparent additional POST resources and staffing would be required. If the Commission wanted these more costly alternatives pursued, it could direct a

budget change proposal be initiated to secure the appropriate staff. However, it may be prudent to assess the impact of the above recommended approach.

FUTURE POSSIBILITIES

It would seem appropriate to visualize a possible ideal system for disseminating information in the future and to provide training to California law enforcement, particularly if resources were to become available for implementation. Such a system might include such facets as every agency being electronically connected to a central media library and production facility. The system would enable agencies to dial up existing media and receive regular updated information/training materials directly on the whole range of needs. Such a system would permit agencies to preview materials prior to use. It would have the capability of producing new media of broadcast quality for distribution on a regular basis. Even in-progress major law enforcement events (e.g., earthquakes, riots, floods, etc.) could be transmitted for training and operational benefits. This system may also have the capability of having mobile video production vans to respond to local agency requests for new media needs.

Considering that the video tapes discussed are for use in roll call/in-service training programs, an optimal future approach could entail a state-level coordinated roll call training program. Video productions would be the major feature of the program, which could also include training bulletins and instructional guides. Local law enforcement advisory input could ensure that pertinent and timely topics are under constant development and dissemination on a statewide basis.

There is great potential for enhancement of roll call and other in-service training. Current or near-future technology may permit the development of an electronic library and distribution system where materials could be transmitted directly to departments on demand. There has always been a need for a coordinated distribution of training bulletins and other aids. Overall costs for a complete program in these regards would no doubt be significant, however. If the Commission sees a potential future role for POST in this area, staff will commence further exploration of costs and feasibility.

RECOMMENDATION

Approve a one-year pilot testing program to make videotapes, videodiscs, and computer software available to law enforcement agencies and certified basic academies and authorize the Executive Director to enter into contract(s) for reproduction and distribution services not to exceed \$75,000, and direct that staff report on the program at its conclusion at the April 1989 meeting.

H3. Law Enforcement Training Media Productions -
POST's Role

POST's role in law enforcement training media production shall be governed by the following guidelines:

1. Coordinate identification of needed subjects for production.
2. Act as a catalyst to bring media producers and subject-matter experts together in the developmental stages so that productions may have benefit of the widest possible appropriate input, and be technically sound and correct in every regard.
3. Assist in the "signal calling" role to coordinate which producers will produce which subjects, with a purpose of avoiding costly duplication.
4. Develop guidelines for production quality with the producers.
5. Provide a process whereby the fact that a video production has been developed under the guidelines of the POST Training Media Producers Committee appears on the videotapes.
6. Act as a clearinghouse for the distribution of information on media through advertising the availability of training media.
7. Encourage reproduction of certain selected media to make them more accessible to regional repositories and trainers generally.
8. Avoid direct participation in production costs; however, in the event of a critical statewide need that cannot be met otherwise, assist in the funding of production to meet the critical need. (The Executive Director has authority to sign contracts up to \$10,000 for training efforts, which could include media productions. Any amounts above that would need to be approved by the Commission.)

What's new in video?**VIDEO SCRIPTS**

The POST Instructional Media Committee, consisting of video program producers from California Law Enforcement agencies, recently conducted a periodic review of video programs produced during the past few months. A list of the programs is provided below. The Committee recommends four of the programs, described at the top of the list, for special attention.

Driver Training:Reaction & Braking Distances

Torrance PD

Emphasizes the total distance needed to stop a police vehicle at various speeds. Relates these distances to measurements of common objects, such as houses and intersections. Time: 8 minutes

Encountering Hostile Dogs

Los Angeles PD

Discusses procedures for use by patrol officers when encountering dogs that may be vicious. Recommends the use of a fire extinguisher and describes the procedures for its use. Time: 4 minutes

Officer Involved Shooting(Seaside Duel)

Los Angeles PD

Reenacts a Huntington Beach Police Department shooting that involved an officer and multiple suspects. Several points are discussed, including tactics and use of body armor. Time: 19 minutes

Telephone Courtesy

Sacramento PD

Demonstrates what can happen when the telephone is used correctly or incorrectly in law enforcement agencies. Based on the premise that telephone communication is exacting under ideal circumstances, and that people calling during difficult situations are often apprehensive and especially in need of a courteous and helpful response. Time: 13.5 minutes

Other New Video ProgramsBicycle Safety

Torrance PD

Carrying Weapons Aboard Airplanes

Los Angeles PD

Collecting & Preserving Automatic

San Diego PD

Weapons as EvidenceCycle of Crime, The (Jail Overcrowding)

San Diego PD

DD (Drunk Driving Team)

Santa Ana PD

Domestic Violence

San Francisco PD

Domestic Violence Update

Los Angeles PD

Earthquake Preparedness(city employees)

San Jose PD

Earthquake Preparedness(police employees)

San Jose PD

Handgun Training for AcademyTrainees

San Diego PD

Handling Explosives: Officer Safety

San Bernardino SD

Handling 5150s (W&I Mental Disorders)

San Francisco PD

Handling Mental Cases

Los Angeles PD

Holding Cell, The

Westminster PD

How To Testify, for Motormen

Alameda Co. DA

Gangs II (Oriental)

Los Angeles PD

Indoor Marijuana Plantation

Torrance PD

Kids in Court

Alameda Co. DA

LASD Academy Physical Training

Torrance PD

MDT (Mobile Data Terminal)

Los Angeles PD

Officer Hostage (Irvine PD)

Los Angeles PD

Planning for Retirement

Los Angeles PD

Playing It Safe (Tips for Senior Citizens)

San Francisco PD

Police Corruption: Brad FisherInterview

Los Angeles PD

Police Harbor Patrol, Introduction to

San Diego PD

Prevent Costly Back Injuries

East Bay Regional

Park District

CHP

Prisoner Securement

San Bernardino SD

Pyrotechnics: Not Just Fireworks

CHP

Regional Aircraft

Santa Ana PD

Reserve Recruitment

San Bernardino SD

Search and Rescue

Los Angeles PD

Semiautomatic 9 mm. Update

San Diego PD

Street Gang Identification in San Diego

Sacramento PD

Street Prostitution: The Truth

CHP

Supervision and Management

San Jose PD

Telephone Tips

Anaheim PD

Traffic Control

CHP

Vehicle Thefts

San Jose PD

Your Academy

Videotape copies of each of the programs listed above can be obtained at little or no cost. Contact the producing agency at the telephone number shown in the Alphabetical Producers Index of the POST Instructional Media Catalog. The programs listed above are recent additions to the audiovisual resources produced by and for California law enforcement, which are listed in the POST Instructional Media Catalog. Are you using the Catalog regularly as a guide to these excellent resources?

I

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT		
Agenda Item Title Progress Report: Interactive Videodisc PC 832 Course		Meeting Date January 21, 1988
Bureau Training Program Services	Reviewed By Hal Snow	Researched By George Niesl
Executive Director Approval <i>Norman C. Boehm</i>	Date of Approval 1/6/88	Date of Report November 24, 1987
Purpose: <input type="checkbox"/> Decision Requested <input checked="" type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input checked="" type="checkbox"/> No		

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Progress report for the Interactive Videodisc PC 832 Introduction to Law Enforcement course.

BACKGROUND

In April 1985 the Commission authorized staff to prepare a Request for Proposal (RFP) to develop a computer assisted, interactive videodisc (IV) instruction program for training peace officers as required by Section 832 of the California Penal Code. Two years ago, at the January 1986 meeting, the Commission approved the award of contract to Reflectone Media Systems, Inc. for the development of the program. The contractor and co-contractor, Comsell, Inc., began work on the project in March 1986 to complete the project in ten months, by January 15, 1987. Subsequently, Reflectone Media Systems has relinquished its role and Comsell, Inc. is now the sole contractor. The project completion date has been extended.

By terms of the original contract, the contractor agreed to provide services in the development and production of an interactive videodisc training program covering all subject areas in the PC 832 course. The contractor agreed to: (1) devise an instructional design and system for the delivery of such training, (2) develop a methodology for the evaluation and measurement of student performance in the course, and (3) provide four sets of hardware upon which to demonstrate and present the training course. In return for this, the State of California (POST) agreed to pay the contractor \$249,520.

ANALYSIS

The contractor was tasked with the challenge of developing a PC 832 course system that would deliver training that is:

- o standardized and consistent
- o high quality in decision-making and psychomotor skills
- o accessible in remote areas
- o remedial as well as initial

To accomplish this required the application of special skills by the contractor -- in interactive instructional design, computer programming, video production and editing, and videodisc mastering. Subject matter experts, representing California law enforcement agencies and course presenters, participated in the development and refinement of subject matter, the development of performance objective oriented test items, and script writing and advisement on video shoots for the course. Of major importance to the project was the assistance of personnel from the Los Angeles Police Department and the Los Angeles Sheriff's Department in video shooting, acting and narration for the course. To ensure adherence to POST goals and objectives for the project, POST Staff was closely involved in all phases of the project with the contractor and subject matter experts. The Course is described below, along with pertinent comments for comparison.

THE INTRODUCTION TO LAW ENFORCEMENT COURSE

General Features: Introduction to Law Enforcement is a three-part interactive course that fully meets the training requirements mandated by PC 832 and for Level III reserve officers. It covers subject matters relating to 145 performance objectives or competencies in the Basic Course. Sufficient test items are provided for instructional managers to test and retest trainees in all of these subject matter areas.

Physically, the courseware comes in three forms: printed study booklets, 12-inch laser videodiscs, and five-and-a-quarter-inch computer diskettes -- all of which are used by the trainee throughout the course. Course hardware, the equipment used to present the training in an interactive mode, consists of a computer, a video monitor for color display, a videodisc player, and necessary cables to interconnect the major components. The Introduction to Law Enforcement courseware has been designed to be used on IBM Infowindow System Hardware.

Course Curriculum: The three parts of the interactive videodisc course are the same as the modules of the traditional PC 832 course. This is to accommodate the needs of different trainees.

Some, such as Level III reserve candidates, will need to take all three parts, corresponding to the minimum 56-hour traditional course. Others can take Part One, corresponding to the minimum 24-hour module of the regular course. Part Two, on Firearms, covers more fully the material in the second 16-hour module of the regular training course. Part Three of the Introduction to Law Enforcement interactive course corresponds to the last 16-hour module of the PC 832 course. The topics covered in the three-course parts are shown below.

INTRODUCTION TO LAW ENFORCEMENT
Interactive Videodisc Training Course

Part One. Professional and Legal Aspects

Professionalism
Ethical and Unethical Behavior
Administration of Justice System
Introduction to Law

Laws of Arrest
Legal Aspects of Force
Laws of Evidence
Investigation

Part Two. Firearms: Safety, Care and Use

Firearms Safety
Firearms Function
The Revolver
The Semi-Automatic

Care and Cleaning
Shooting Principles
Shooting Positions
Range Procedures

Part Three. Communication and Arrest Techniques

Community Service
Influencing Attitudes
Interpersonal Communication
Interviewing
Note Taking
Report Writing
Introduction to Weaponless Defense

Control Holds
Takedown Holds
Foot Movements
Weapon Retention
Person Searches
Restraint Devices
Prisoner Transportation

Each of the above topics is matched to an appropriate training approach in the instructional design. For example, a scenario or exercise training strategy is used for such topics as: ethics and professionalism, legal principles, arrest law and procedures, search and seizure concepts, techniques of communication, interviewing, note-taking, and report writing.

A different approach is taken with defensive tactics and firearms training. After viewing motion and still frames on the screen, the trainee then performs the various holds on another trainee or practices certain actions with a mock weapon.

All of the above subjects are covered in the study booklets for the different course parts. The learning of required knowledge in each of the subjects is reinforced by fill-in-the-blanks exercises on the video screen. In all cases, knowledge acquired is applied in realistic simulated situations as part of the learning experience. Then, and only after all aspects of the learning have been completed to the trainee's satisfaction, the trainee is tested on the system for knowledge acquired. Additionally, the trainee is required to physically demonstrate proficiency in defensive tactics and firearms using gymnasium matted areas and firearms ranges.

Evaluation: As a pilot experiment in law enforcement training, the Introduction to Law Enforcement course must be thoroughly evaluated in learner and classroom situations. For proper evaluation, a considerable number of trainees would have to take the interactive training course. This will require several

month's time, and the results of the evaluation will probably not be available until midyear 1988. The Commission's formal acceptance and approval of the interactive videodisc version of the PC 832 course will be sought upon completion of the evaluation process.

Project work is largely completed. The vendor has done more than is required by the contract. A more detailed course content has been developed that has resulted in comprehensive student workbook for each module and much more extensive video production. For example, instead of the originally contemplated four videodisc sides of media, nine or ten are now projected. Over 450 new test items were developed especially for this course. This unanticipated additional developmental effort has prompted the vendor to request a contract augmentation commensurate with this additional work. Staff is now analyzing this request and will provide a report and recommendation at the January 1988 meeting.

J

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT		
Agenda Item Title Development of Guidelines/Training for Law Enforcement Response to Missing Persons Complaints		Meeting Date January 21, 1988
Bureau Training Program Services	Reviewed By Glen Fine	Researched By Hal Snow /H
Executive Director Approval <i>Norman C. Boehm</i>	Date of Approval 1/5/88	Date of Report January 4, 1988
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input checked="" type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No		
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.		
<p><u>ISSUE</u></p> <p>Should the Commission authorize the Executive Director to enter into a contract with a governmental agency to conduct the research and development activities of Assembly Bill 1073 (Chapter 705), which requires POST to develop guidelines and training for peace officers and dispatchers in handling missing person and runaway cases?</p> <p><u>BACKGROUND</u></p> <p>AB 1073, effective January 1, 1988, generally requires local police and sheriffs' departments to give priority to the handling of these reports. This bill, Attachment A, specifically requires POST to implement by July 1, 1988, a training course or courses for peace officers and dispatchers in the handling of missing person and runaway cases, and to develop guidelines for law enforcement response to these cases. The law requires the Basic Course, not later than January 1, 1989, to include such instruction. All law enforcement officers and dispatchers of local police, sheriffs' departments, and the California Highway Patrol who have received their basic training before January 1, 1989, shall "participate in supplementary training on this subject by January 1, 1991."</p> <p><u>ANALYSIS</u></p> <p>This legislation requires a substantial research and curriculum development effort. Besides the guidelines for law enforcement response, curriculum must be developed for the Basic, Basic Dispatcher, Dispatcher In-Service, and Advanced Officer Courses. Current staff limitations and workload precludes accomplishing these activities within the time limitations imposed in this legislation. Authorization is provided in the legislation to appropriate \$50,000 from the Peace Officers' Training Fund for purposes of carrying out POST's responsibilities. It would appear reasonable to recommend that POST contract with a governmental agency to secure up to six months services of a POST Management Fellow, at an estimated cost of \$50,000 which would reimburse for salary and fringe benefit costs. If the Commission approves, a selection process would be initiated with estimated beginning date of March 1, 1988.</p> <p><u>RECOMMENDATION</u></p> <p>Authorize the Executive Director to enter into a contract with a local governmental agency for up to six months personnel services to conduct the research and development activities required by Assembly Bill 1073 at a cost not to exceed \$50,000.</p>		

Assembly Bill No. 1073

CHAPTER 705

An act to amend Section 11114 of, and to add Sections 11114.3 and 13519.1 to, the Penal Code, relating to law enforcement, and making an appropriation therefor.

[Approved by Governor September 17, 1987. Filed with Secretary of State September 18, 1987.]

LEGISLATIVE COUNSEL'S DIGEST

AB 1073, Stirling. Missing person reports.

(1) Existing law requires all local police and sheriffs' departments to accept any report, including any telephonic report, of a missing person, including runaways, without delay, and prescribes the requirements applicable to the handling of these reports.

This bill would require that local police and sheriffs' departments give priority to the handling of these reports. It also would authorize the California Highway Patrol to take a report of a missing person or runaway, and it would require the California Highway Patrol to immediately advise a person making a report of the name and telephone number of the police or sheriff's department having jurisdiction of the residence address of the missing person or runaway and of the name and telephone number of the police or sheriff's department having jurisdiction of the place where the person was last seen. The bill would also require the Department of the California Highway Patrol, by June 30, 1988, to develop, adopt, and implement a written policy for coordinating each of its divisions with the police and sheriffs' departments located within each division in taking, transmitting, and investigating reports of missing persons, including runaways, and it would require the department to report to the Legislature on or before June 30, 1989, regarding the described written policy.

(2) Existing law sets forth numerous training and certification programs that the Commission on Peace Officer Standards and Training is responsible to administer.

This bill would require the commission to implement by July 1, 1988, a course or courses of instruction, as specified, for the training of law enforcement officers and law enforcement dispatchers in the handling of missing person and runaway cases and to develop guidelines, as specified, for law enforcement response to missing person and runaway cases.

This bill would require the course of basic training for law enforcement officers and law enforcement dispatchers, not later than January 1, 1989, to include adequate instruction in the handling of missing person and runaway cases pursuant to this bill. This bill would require all law enforcement officers and law enforcement

dispatchers who have received their basic training before January 1, 1989, to participate in supplementary training on missing person and runaway cases, as prescribed and certified by the commission, and would require this training to be completed not later than January 1, 1991.

(3) The bill would appropriate \$50,000 from the Peace Officers' Training Fund to the Commission on Peace Officer Standards and Training for the purposes set forth under paragraph (2).

Appropriation: yes.

The people of the State of California do enact as follows:

SECTION 1. Section 11114 of the Penal Code is amended to read:

11114. (a) All local police and sheriffs' departments shall accept any report, including any telephonic report, of a missing person, including runaways, without delay and shall give priority to the handling of these reports over the handling of reports relating to crimes involving property. In cases where the person making a report of a missing person or runaway, contacts, including by telephone, the California Highway Patrol, the California Highway Patrol may take the report, and shall immediately advise the person making the report of the name and telephone number of the police or sheriff's department having jurisdiction of the residence address of the missing person or runaway and of the name and telephone number of the police or sheriff's department having jurisdiction of the place where the person was last seen. In cases where the report is taken by a department other than that of the city or county of residence of the missing person or runaway, the department taking the report shall, without delay, notify, and forward a copy of the report when completed to, the police or sheriff's department or departments having jurisdiction of the residence address of the missing person or runaway and of the place where the person was last seen. The report shall be transmitted by the department, or division of the California Highway Patrol, which took the report to the State Department of Justice, in a format and according to procedures established by the State Department of Justice, which shall transmit the report to the National Crime Information Center Missing Person System, or, at the option of the local police or sheriff's department or the California Highway Patrol, the local police or sheriff's department or the California Highway Patrol may transmit the report directly to federal agencies. If the person reported missing is under 12 years of age, the local police or sheriff's department or the California Highway Patrol shall transmit the report to the National Crime Information Center Missing Person System within four hours after accepting the report. The police or sheriff's department or California Highway Patrol division having jurisdiction of the place in which the person reported missing was last seen may initiate the investigation of the location of the missing person,

irrespective of the area of jurisdiction of the department taking the report.

(b) When any person makes a report of a missing person to a police department, sheriff's department, district attorney's office, or other law enforcement authority, the person making the report shall give it in person or by mail on a form supplied by the Department of Justice authorizing the release of the dental records of the person reported missing and authorizing the release of a recent photograph of a person reported missing who is under 18 years of age. Included with the form shall be instructions which state that if the person reported missing is still missing 30 days after the report is made, the release form signed by a member of the family or next of kin of the missing person should be taken to the dentist or dentists of the missing person to obtain the release of the dental records and that dental records should be submitted within 10 days by the person to whom released to the police or sheriff's department or other law enforcement authority to which the missing person report was made. When the person reported missing has not been found within 30 days and no family or next of kin exists or can be located, the law enforcement authority may execute a written declaration, stating that an active investigation seeking the location of the missing person is being conducted, and that the dental records are necessary for the exclusive purpose of furthering the investigation. The written declaration, signed by a peace officer, is sufficient authority for the dentist or dentists to release the missing person's dental records.

(c) When a person reported missing has not been found within 45 days, the sheriff, chief of police, or other law enforcement authority initiating and conducting the investigation for the missing person shall confer with the coroner or medical examiner prior to the preparation of a missing person report. After conferring with the coroner or medical examiner, the sheriff, chief of police, or other law enforcement authority initiating and conducting the investigation for the missing person shall submit a missing person report and the dental records and photograph received pursuant to subdivision (b) to the Department of Justice on forms supplied by the department for that purpose.

(d) Notwithstanding subdivisions (b) and (c), the form provided under subdivision (b) shall state that if the person reported missing is under 18 years of age, the form should be taken to the dentist or dentists immediately when the law enforcement authority determines that the disappearance was under suspicious circumstances or when the law enforcement authority determines that the person missing is under 13 years of age and has been missing at least 14 days, and that dental records and a recent photograph of the missing juvenile should be submitted immediately thereafter to the law enforcement authority. Where authorized to execute a written declaration to obtain the release of dental records, the law enforcement authority may do so immediately when a person

reported missing who is under 18 years of age is determined by the authority to have disappeared under suspicious circumstances. In each case, the law enforcement authority should confer immediately with the coroner or medical examiners and should submit its report including the dental records within 24 hours thereafter to the Department of Justice.

(e) When a person reported missing has been found, the sheriff, chief of police, coroner or medical examiner, or other law enforcement authority shall report that information to the Department of Justice. After receiving that report, the department shall erase all records with respect to that person which are maintained pursuant to subdivision (f).

(f) The Department of Justice shall maintain a file of information concerning persons reported to it as missing and who have not been reported as found. The file shall contain the information referred to in subdivision (c) and any other information that the Department of Justice finds to be relevant to assisting in the location of a missing person.

The Department of Justice files shall be made available to law enforcement agencies attempting to locate missing persons. The department shall develop a system of cataloging missing person reports according to a variety of characteristics to facilitate locating particular categories of reports as needed.

The Department of Justice shall compile a missing children registry consisting of reports of missing juveniles as specified in subdivisions (a), (b), (c), and (d), and shall distribute a missing children bulletin on a quarterly basis to local law enforcement agencies and public schools throughout this state. The Department of Justice shall also make this information accessible to other parties involved in efforts to locate missing children as prescribed and to other parties as the department deems appropriate.

SEC. 2. Section 11114.3 is added to the Penal Code, to read:

11114.3. (a) The Legislature finds and declares that it is the duty of all law enforcement agencies to immediately assist any person who is attempting to make a report of a missing person or runaway.

(b) The Department of the California Highway Patrol shall, by June 30, 1988, develop, adopt, and implement a written policy for coordinating each of its divisions with the police and sheriffs' departments located within each division in taking, transmitting, and investigating reports of missing persons, including runaways.

(c) The Department of the California Highway Patrol shall report to the Legislature on or before June 30, 1989, regarding the experience under, and the effects of, subdivision (b).

SEC. 3. Section 13519.1 is added to the Penal Code, to read:

13519.1. (a) The commission shall implement by July 1, 1988, a course or courses of instruction for the training of law enforcement officers and law enforcement dispatchers in the handling of missing person and runaway cases and shall also develop guidelines for law

enforcement response to missing person and runaway cases. The course or courses of instruction and the guidelines shall include, but not be limited to, timeliness and priority of response, assisting persons who make missing person reports to contact the appropriate law enforcement agency in the jurisdiction of the residence address of the missing person or runaway and the appropriate law enforcement agency in the jurisdiction where the missing person or runaway was last seen, and coordinating law enforcement agencies for the purpose of efficiently and effectively taking and investigating missing person reports.

As used in this section, "law enforcement" includes any officers or employees of a local police or sheriff's office or of the California Highway Patrol.

(b) The course of basic training for law enforcement officers and law enforcement dispatchers shall, not later than January 1, 1989, include adequate instruction in the handling of missing person and runaway cases developed pursuant to subdivision (a).

(c) All law enforcement officers and law enforcement dispatchers who have received their basic training before January 1, 1989, shall participate in supplementary training on missing person and runaway cases, as prescribed and certified by the commission. The training required by this subdivision shall be completed not later than January 1, 1991.

SEC. 4. The sum of fifty thousand dollars (\$50,000) is hereby appropriated from the Peace Officers' Training Fund to the Commission on Peace Officer Standards and Training for purposes of Section 3 of this act.

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Management Course Contracts -Fiscal Year 1988/89		Meeting Date January 21, 1988
Bureau Center for Executive Development	Reviewed By	Researched By <i>Ted Morton</i> Ted Morton
Executive Director Approval <i>William C. Belmont</i>	Date of Approval 11.30.87	Date of Report December 3, 1987
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact		<input type="checkbox"/> Yes (See Analysis per details) <input checked="" type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

Issue

Commission review and approval of Management Course contracts as proposed for Fiscal Year 1988/89 are required to authorize the Executive Director to negotiate contracts with presenters.

Background

These courses are currently budgeted at \$290,411 for twenty-two (22) presentations by five (5) presenters:

California State University - Humboldt
California State University - Long Beach
California State University - Northridge
California State University - San Jose
San Diego Regional Training Center

No other educational institutions have expressed interest in presenting the Management Course. In addition, there are two (2) certified Management Course presenters who offer training to their own personnel at no cost to the POST fund:

California Highway Patrol
State Department of Parks and Recreation

Analysis

Course costs are consistent with POST tuition guidelines. Required learning goals are being satisfactorily presented by each contractor.

It is estimated that twenty-two (22) presentations will again be required in FY 1988/89. Staff anticipates some increases over FY 1987/88 due to increased costs for instructors, coordination, facilities, and materials, although no additional presentations are expected.

Recommendation

Appropriate action of the Commission would be a motion to authorize the Executive Director to negotiate contracts with the current five (5) contractors to present twenty-two (22) presentations of the Management Course during Fiscal Year 1988/89. Negotiated contracts will be returned for Commission approval at the April 1988 meeting.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Executive Development Course Contract - FY 1988/89		Meeting Date January 21, 1988
Bureau Center for Executive Development	Reviewed By	Researched By <i>Ted Morton</i> Ted Morton
Executive Director Approval <i>Norman E. Boehm</i>	Date of Approval 4.30.87	Date of Report November 23, 1987
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No		
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.		

Issue

Commission review and approval of the Executive Development Course contract as proposed for Fiscal Year 1988/1989 are required to authorize the Executive Director to negotiate contracts with presenters.

Background

The single contractor for the Executive Development Course currently provides training for 100 trainees in 5 presentations per year. The contract costs for FY 1987/1988 are \$70,270.00.

Commission Regulation 1005(e) provides that every regular officer who is appointed to an executive position may attend the Executive Development Course, and the jurisdiction may be reimbursed provided the officer has satisfactorily completed the training requirements of the Management Course.

Analysis

The California State Polytechnic University, Pomona, has been under contract to present the Executive Development Course since October, 1979. The presentations have been well received by law enforcement executives. The presenter has developed a special expertise in presenting POST executive and management training. Because of this expertise, the presenter has attracted a high quality group of instructors and coordinators. Even so, staff anticipates some modification of the course necessary to keep the curriculum current and relevant.

It is estimated that 5 presentations will again be required in FY 1988/1989. Staff anticipates some increase over FY 1987/1988 due to increased costs for instructors, coordination, facilities, and materials as may be allowable by tuition guidelines.

Recommendation

Appropriate action of the Commission would be a motion to authorize the Executive Director to negotiate a contract with Cal-Poly Kellogg Foundation to present 5 presentations of the Executive Development Course during FY 1988/1989. The negotiated contract will be returned for Commission approval at the April 1988 meeting.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Contract for Command College and Executive Trng		Meeting Date January 21, 1988
Bureau Center for Executive Development	Reviewed By	Researcher <i>Ted Morton</i> Ted Morton
Executive Director Approval <i>William C. Boehm</i>	Date of Approval 11-30-87	Date of Report December 23, 1987
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No		
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.		

Issue

Commission review and approval of the Command College Executive Training contract for Fiscal Year 1988/89 are required to authorize the Executive Director to negotiate with the presenter.

Background

Since the inception of the Command College in 1984, the Commission has approved a contract with the San Diego Regional Training Center to provide the services of faculty, facilitation, coordinators, facilities, materials, course development, and related activities for the Command College and seminars for chiefs, sheriffs, and senior law enforcement managers.

The first class of the Command College graduated January 31, 1986. Two classes are commencing annually. During the 1988/89 Fiscal Year, twenty Command College workshops will be presented for Classes 7, 8, 9, 10, 11, and 12.

Executive training has been designed to meet the stated needs of chiefs, sheriffs, and senior managers. In 1988/89, CED staff will develop, coordinate, and present 15 executive seminars.

Current contract costs for FY 1987/88 are \$334,760.00.

Analysis

To support the activities of the Command College and Executive Training, funds will be required for two Assessment Centers, several Command College planning and project committee meetings, continuing Command College and executive seminar course developments, Executive Development Course redesign, and continuing development of Emergency Preparedness training.

Recommendation

Appropriate action of the Commission would be a motion to authorize the Executive Director to contract with the San Diego Regional Training Center to provide expert management consultants, educators, faculty, training sites, and materials for Command College programs and seminars for law enforcement executives and senior managers for Fiscal Year 1988/89. It is anticipated that the amount of the negotiated contract will approximate the 1987/88 contract. This matter will be returned for Commission approval at the April 1988 meeting.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title		Meeting Date	
POST/DOJ Interagency Agreement for Training		January 21, 1988	
Bureau	Reviewed By	Researched By	
Training Delivery Services	Ronald T. Allen, Chief	John B. Davidson	
Executive Director Approval	Date of Approval	Date of Report	
<i>Norman C. Boehm</i>	12-14-87	November 30, 1987	
Purpose:		<input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No	
<input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact			
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.			

ISSUES

The Commission and the Department of Justice Advanced Training Center have provided training to local law enforcement agencies during 1987-88 through an Interagency Agreement.

Department of Justice is agreeable to a continuation of this agreement during Fiscal Year 1988-89.

BACKGROUND ANALYSIS

The Department of Justice has been contracting with POST to provide training to local law enforcement since 1974. During Fiscal Year 1987-88, the amount allocated to this training was \$733,889. For this amount, the Department of Justice agreed to make 182 combined presentations of 30 separate courses.

The Department of Justice has proposed to conduct the same training (with minor adjustments agreed to by POST) in Fiscal Year 1988-89 for a similar financial commitment by POST.

Staff recommends acceptance by the Commission and will analyze the proposal to ensure that it meets current needs and is within our cost guidelines prior to presentation for fiscal approval at the April Commission Meeting.

RECOMMENDATION

Authorize the Executive Director to negotiate an Interagency Agreement with the Department of Justice for Fiscal Year 1988-89.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Contract Service for Administration of POST Proficiency Examination		Meeting Date January 21, 1988
Bureau Standards & Evaluation	Reviewed By	Researched By John Berner
Executive Director Approval <i>Mouman C. Boehm</i>	Date of Approval 12-14-87	Date of Report December 11, 1987
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact		<input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Continuation of the POST contract with Cooperative Personnel Services (CPS) to administer the POST Basic Course Proficiency Examination.

BACKGROUND

Penal Code Section 832(b) requires POST to develop and administer a basic training proficiency test to all academy graduates. POST has contracted with Cooperative Personnel Services (CPS) for the administration of the examination each of the last seven years.

ANALYSIS

CPS has done an acceptable job of administering the POST Basic Course Proficiency Examination. Moreover, CPS can administer the examination for less than it would cost if POST staff were to assume this function.

The amount of the fiscal year 1987/88 contract is \$29,142. The proposed contract for fiscal year 1988/89 is not expected to exceed this amount.

RECOMMENDATION

Authorize the Executive Director to negotiate a contract with CPS for services during fiscal year 1988/89.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Contracts: POST Entry-Level Reading and Writing Tests		Meeting Date January 21, 1988
Bureau Standards & Evaluation	Reviewed By	Researched By John Berner <i>JB</i>
Executive Director Approval <i>Morgan C. Behm</i>	Date of Approval 12-14-87	Date of Report December 11, 1987
Purpose: <input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact		<input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Continuation of POST contracts with Cooperative Personnel Services and the State Personnel Board to administer and score the POST entry-level reading and writing tests during fiscal year 1988/89.

BACKGROUND

For the past several years, the Commission has authorized that the POST entry-level reading and writing tests be made available to agencies in the POST program free of charge. All test administration and scoring services associated with the testing program have been provided under contracts with the State Personnel Board and Cooperative Personnel Services. Contract amounts total \$155,091 for fiscal year 1987/88.

ANALYSIS

All contract services have been acceptable. Recent acquisition of a high-speed scanner as part of POST's new computer system will make it possible for POST staff, effective January 1, 1989, to begin performing test answer sheet scanning and several related services that are currently provided under contract. In addition, no appreciable increase in testing volume among agencies that may use the test free of charge is anticipated for fiscal year 1988/89. As a result, it is estimated that total contract costs in fiscal year 1988/89 will not exceed \$135,000.

RECOMMENDATION

Authorize the Executive Director to negotiate contracts with Cooperative Personnel Services and the State Personnel Board for reading and writing test administration and scoring services during fiscal year 1988/89.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT

Agenda Item Title State Controller's Office/Agreement for Auditing Services		Meeting Date January 21, 1988
Bureau Administrative Services	Reviewed By Otto H. Saltenberger	Researched By Staff
Executive Director Approval <i>Mouman C. Behar</i>	Date of Approval 11/24/87	Date of Report November 23, 1987
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact		<input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Continuation of the Commission on Peace Officer Standards and Training agreement with the State Controller's Office to provide auditing services.

BACKGROUND

Each year for the past several years, the Commission on Peace Officer Standards and Training has negotiated an Interagency Agreement with the State Controller's Office to conduct necessary audits of selected local jurisdictions which receive POST reimbursement funds.

ANALYSIS

The State Controller's Office continues to do an acceptable job in conducting the audits of several selected jurisdictions yearly to assure that reimbursement funds are being appropriately expended.

The Commission approved an agreement not to exceed \$85,000 for the current fiscal year. Approval is requested to negotiate a similar agreement for FY 1988/89 for an amount to maintain current level of service.

RECOMMENDATION

Authorize staff to negotiate an Interagency Agreement with the Controller's Office for services during FY 1988/89.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT			
Agenda Item Title		Meeting Date	
Computer Contract with Third Party Maintenance		January 21, 1988	
Bureau	Reviewed By	Researched By	
Information Services	Glen Fine	George Williams	
Executive Director Approval	Date of Approval	Date of Report	
<i>Morgan C. Boelun</i>	12-7-87	December 2, 1987	
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No			
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.			
<p><u>ISSUE</u></p> <p>Authorize staff to negotiate a contract with Third Party Maintenance Company for computer maintenance services during fiscal year 1988/89.</p> <p><u>BACKGROUND</u></p> <p>POST purchased its Four Phase computer in June of 1986 at the expiration of the lease with Motorola/Four Phase. The purchase was the most cost effective method of continuing computer services at POST during the period of procurement of new computer equipment. POST currently has a contract with the Third Party Maintenance Co. for maintenance of the Four Phase computer. The current year contract is for \$17,148.</p> <p><u>ANALYSIS</u></p> <p>Use of the Four Phase computer will be required until the new DEC computer is fully operational and all systems have been converted to the new machine. This is scheduled to occur in 1988. System development and the need for parallel testing and checking of data and reports could extend the use of the equipment into Fiscal Year 1988/89. This would necessitate the extension of the maintenance contract for another year.</p> <p><u>RECOMMENDATION</u></p> <p>Authorize the Executive Director to negotiate an agreement with Third Party Maintenance Co. for maintenance services during Fiscal Year 1988/89.</p>			

COMMISSION AGENDA ITEM REPORT

Agenda Item Title Interagency Agreement with Teale Data Center		Meeting Date January 21, 1988
Bureau Information Services	Reviewed By Glen Fine	Researched By George Williams
Executive Director Approval <i>William C. Bohan</i>	Date of Approval	Date of Report December 2, 1987
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> No		

In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.

ISSUE

Authorize the Executive Director to negotiate an Interagency Agreement with the Teale Data Center for Fiscal Year 1988/89, for computer services.

BACKGROUND

POST has an Interagency Agreement with Teale Data Center (a State Agency) for computer services. The contract provides for a link between POST's computer and the Data Center's mainframe computer. This allows POST to utilize the mainframe's power for complex data processing jobs and the storage of large data files that require more resources than POST's minicomputer can provide. The current year contract is for \$89,000.

ANALYSIS

POST is currently installing a new DEC VAX 8250 minicomputer which will replace its Four Phase equipment. The new computer is scheduled to be turned over to POST in February of 1988. During training, software testing, data conversion and system development, POST will need to use the Teale Data Center and in the future will utilize the computing power of the Teale facilities for large statistical jobs. These costs should decrease as more routine computer jobs are converted to run on the DEC mini.

RECOMMENDATION

Authorize the Executive Director to negotiate an Interagency Agreement with the Teale Data Center for computer services in Fiscal Year 1988/89 for an amount similar to the current year's cost.

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

COMMISSION AGENDA ITEM REPORT			
Agenda Item Title Health and Welfare Data Center - CALSTARS Support		Meeting Date January 21, 1988	
Bureau Administrative Services	Reviewed By <i>[Signature]</i> Otto H. Saltzberger	Researched By Staff	
Executive Director Approval <i>[Signature]</i>	Date of Approval 11/24/87	Date of Report November 24, 1987	
Purpose: <input type="checkbox"/> Decision Requested <input type="checkbox"/> Information Only <input type="checkbox"/> Status Report Financial Impact <input type="checkbox"/> Yes (See Analysis per details) <input type="checkbox"/> No			
In the space provided below, briefly describe the ISSUE, BACKGROUND, ANALYSIS, and RECOMMENDATION. Use additional sheets if required.			
<div style="margin-bottom: 10px;"> <u>ISSUE</u> Continuation of the Commission on Peace Officer Standards and Training agreement with Health and Welfare Agency Data Center for computer linkage in support of the State Accounting System (CALSTARS). </div> <div style="margin-bottom: 10px;"> <u>BACKGROUND</u> The mandated California Accounting and Reporting System (CALSTARS) was implemented at POST on July 1, 1986. Although first year costs were paid by the Department of Finance, it was required that POST enter into a contract with the Health and Welfare Data Center to provide data processing services during the current year. The Commission approved an agreement not to exceed \$25,000 for Fiscal Year 1987-88. </div> <div style="margin-bottom: 10px;"> <u>ANALYSIS</u> Without the continuation of an agreement with the Health and Welfare Data Center, POST will not be able to perform necessary state accounting functions and will be out of compliance with accounting requirements. Approval is requested to negotiate a similar agreement for Fiscal Year 1988-89 for an amount to maintain required level of service. </div> <div> <u>RECOMMENDATION</u> Authorize staff to negotiate an interagency agreement with the Health and Welfare Agency Data Center for computer services during Fiscal Year 1988-89. </div>			

L

LONG RANGE PLANNING COMMITTEE MEETING

Thursday, January 7, 1988

10:00 a.m.

Clarion Hotel

2200 East Holt Boulevard

Room: Holt #108

Ontario, CA 91764

(714) 986-8811

AGENDA

- A. Call to Order - Chairman Robert Wasserman
- B. Introductions
- C. Discussion on a Proposal to Raise the Recommended Cutoff Score on POST Reading and Writing Test Range from 37-42 to 40-45

The Commission requires that all peace officer applicants be screened for reading and writing abilities and has developed tests which may be voluntarily used for that purpose by employers and academies. POST recommends a minimum cutoff score range on the tests. All users of the POST tests set cutoff scores at or above the recommended minimum.

Concerns about the reading and writing skills of California peace officers persist. Information germane to reevaluation of the current recommended cutoff score range on the POST tests was presented at the September 17, 1987 Long Range Planning Committee meeting. Upon receiving the report, the Committee directed staff to collect additional information from those specific agencies and academies that would be affected if the recommended cutoff were raised from 37 to 42. A report of these findings is enclosed. The Committee may wish to recommend changes to the current recommended minimum cutoff score range based on these findings.

- D. Team Building Workshop Study

The POST certified Team Building Workshop program has been in existence since 1969 when the University of Southern California was certified to present a technical course, Human Development Clinic. The title was changed in 1972 to Team Building Workshop. The certified workshop has been approved in essentially the current format since that time.

Team Building Workshops were an outgrowth of the Organizational Development (OD) approach to analyzing and treating organizational functions and processes with an emphasis on people in the organization. As such, the OD focus is on organizational effectiveness and human relationships.

The Team Building Program began to assist departments where failure of communication had occurred. An OD consultant met with the management team to establish trust and communication. The POST Team Building Program over time, was altered from the original intent. TBW's now frequently allow for agency problem solving and long range planning meetings conducted with assistance of a consultant. .

As noted in the attached report, the original communication improvement thrust of the workshop has been mitigated. Many workshops now appear to be simply retreat management staff meetings. As it now stands, it is difficult to effectively describe the purpose of the current TBW program or evaluate its benefits.

A report outlining issues and alternatives for change in the TBW program has been prepared and enclosed. The time seems appropriate to review the purpose and future direction of the program. The accompanying report outlines four possible approaches for consideration:

1. Continue present program with minor modifications.
2. Major modification to present approach.
3. Replace present program with OD services.
4. Discontinue the TBW Program in favor of "OD" training programs for executives.

E. Field Training Programs

On January 1, 1975, Penal Code Section 832.3 became effective and required that police officers and deputy sheriffs complete the basic course before exercising the powers of a peace officer. The law provided a limited exception in that peace officer powers could be exercised before course completion if the officers were participating as trainees in a POST approved field training program.

At that time many departments hired officers and assigned them to work with experienced officers prior to assignment to the academy. The Commission established criteria and procedures for approving field training programs allowing officers to exercise peace officer powers for a maximum of 90 days after hire and before enrollment in the basic course.

Since 1975, hiring practices have changed. PC 832 now requires completion of the 832 training course prior to exercise of peace officer powers with no exceptions. That law plus increased liability concerns results in few if any departments using the POST approved field training program for its original purpose. The few departments now applying for POST approval of their FTO programs apparently are doing so to obtain POST sanction of their after basic course program.

This may be an appropriate time for the Commission to consider elimination of its provisions for before academy Field Training. Weight of professional opinion seems to be that peace officer powers not be exercised until after training is completed. If changes in this regard are initiated, it would seem appropriate to continue allowance for and perhaps encourage field training during the academy.

Additionally, it should be borne in mind that over 200 agencies have obtained approval from POST for their field training programs. Especially in recent years, these programs have been designed for after academy field training. Commissioners may wish to favorably consider continuing approval on a request basis of after academy programs.

Enclosed are copies of pertinent law, regulation and Commission procedures. Staff will provide additional information and briefing on related issues at the meeting.

In summary, the FTO issues before the Committee for discussion are:

1. Elimination of pre-academy Field Training Program.
2. Encouraging expanded use of field training during the basic academy.
3. Affirming the continued approval of after-academy FTO Programs (either the Model FTO Program or other acceptable programs) by POST.

F. Adjournment

M

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING

Ad Hoc Committee on Private Security
January 7, 1988 - 1:00 p.m.
Clarion Hotel, Ontario Airport

AGENDA

Call to Order

Introduction

Chairman Robert Wasserman

Consumer Affairs Briefing

Gary Kern, Chief
Bureau of Collection and
Investigative Services

Discussion

Committee

Adjournment

Chairman Robert Wasserman

Commission on Peace Officer Standards and Training
Legislative Review Committee Meeting
January 21, 1988, 9 a.m.
Radisson Hotel, Suite 1404
San Diego, California

AGENDA

- Consideration of Newly Introduced Legislation
- Open Discussion
- Adjournment

Commission on Peace Officer Standards and Training
Advisory Committee Meeting
Radisson Hotel - San Diego
January 20, 1987

AGENDA

Call to Order and Roll Call	Chair
Welcoming of New Member	Chair
Approval of Minutes of Previous Meeting	Chair
Announcements	Chair
Election of Officers	Members
Executive Directors Remarks	Staff
PC 832 Interactive Videodisc Program Report	Staff
Recruitment Project Report	Staff
Private Security Report	Sub-Committee
Advisory Liaison Committee Remarks	Commissioners
Open Discussion	Members
Adjournment	Chair

**COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING**

1601 ALHAMBRA BOULEVARD
SACRAMENTO, CALIFORNIA 95816-7083

POST ADVISORY COMMITTEE MEETING
Concord Hilton Hotel, Baldwin Room
Concord, California
November 4, 1987

MINUTESCALL TO ORDER

The meeting was called to order at 10 a.m. by Vice-Chairman William Shinn.

ROLL CALL OF ADVISORY COMMITTEE MEMBERS

Roll was called.

Present were: William Shinn, Vice-Chair, Peace Officers' Research Assoc. of California

John Clements, California Highway Patrol

Derald Hunt, Calif. Assoc. of Administration of Justice Educators

Ron Lowenberg, Calif. Police Chiefs' Assoc.

Joe McKeown, Calif. Academy Directors' Assoc.

J. Winston Silva, Community Colleges

Gary Wiley, Calif. Assoc. of Police Training Officers

Absent were: Carolyn Owens, Chairperson, Public Representative

Don Brown, Calif. Organization of Police and Sheriffs

Donald Forkus, Calif. Peace Officers' Assoc.

Barbara Gardner, Women Peace Officers' Assoc. of California

Michael Sadleir, Calif. Specialized Law Enforcement

Commission Advisory Liaison Committee Members were not represented.

POST Staff Present:

Norman Boehm, Executive Director

Don Beauchamp, Assistant Executive Director

John Berner, Bureau Chief, Standards and Evaluation

Imogene Kauffman, Executive Secretary

WELCOMING OF NEW MEMBER

Chief John Clements, Commander of the CHP's Personnel and Training Division, was introduced. He has been appointed as the CHP representative for the term September 1987-1990.

APPROVAL OF MINUTES OF PREVIOUS MEETING

MOTION - McKeown, second - Hunt, carried unanimously to approve the minutes of the July 22, 1987, Advisory Committee Meeting in San Diego.

EXECUTIVE DIRECTOR'S REMARKS

Norman Boehm reviewed the November 5, 1987, Commission Meeting Agenda and responded to questions on the issues.

Norm announced that an International Training Conference is being planned, in conjunction with the International Association of Directors of Law Enforcement Standards and Training (IADLEST), April 26-30, 1988 in San Diego. The POST Advisory Committee is invited. Further announcements and information will follow.

RECRUITMENT PROJECT REPORT

At the July 23, 1987 Commission meeting, the Advisory Committee was assigned to assist staff in the study of law enforcement recruitment problems in California as identified in the 1986 POST Field Survey. John Berner presented an overview of the POST Recruitment project and stated that two activities are proposed to further clarify the nature of existing recruitment difficulties. The first is a survey to be distributed to agencies in the POST program. A draft of the survey document was reviewed, and input from the Committee was received. A second activity will consist of efforts to collect information via personal contact with law enforcement experts, attendance at job fairs, communications with representative from law enforcement recruitment associations, etc. Suggestions for names of contacts were invited.

All findings resulting from these efforts will be reported to the Advisory Committee at the next meeting in January 1988. Initial recommendations to the Commission can be addressed at that time.

ADVISORY COMMITTEE MEMBER REPORTS

Calif. Police Chiefs' Assoc. - Ron Lowenberg reported that the Calif. Police Chiefs' Ad Hoc Committee on Accreditation met in August in Monterey and prepared a sample resolution to be presented to the Executive Board in mid-November. If passed, it will go to the general membership in February at the annual conference in Bakersfield. The resolution states, in general, that the California Chiefs' Association supports the concept of accreditation for law enforcement agencies through standards developed for the State of California. The appropriate vehicle for accreditation, the funding, the development, and compliance is the California Commission on POST. The National Accreditation program sponsored by the Commission on Accreditation for Law Enforcement Agencies (CALEA) is inappropriate for addressing these aspects for California law enforcement. If passed, this will be the Police Chiefs' Association recommendation.

Calif. Assoc. of Police Training Officers - Gary Wiley reported that CAPTO had their Training Conference in Palm Springs in October. The emphasis of the conference was on physical fitness and stress reduction. It was a very successful conference. Plans are now underway for the training managers update meeting next year in the Sacramento area.

Calif. Assoc. of Administration of Justice Educators - Derald Hunt stated that CAAJE has been participating in the Administration of Justice Curriculum Update for several months. This is a Community College Chancellor's office

grant being administered by Long Beach Community College. Several CAAJE members are serving as consultants to the project. The final Curriculum Update meeting is scheduled for Cal-State, Sacramento on December 17, 1987. The final Curriculum Revision report is scheduled for publication in late December, 1987.

CAAJE's Annual Conference is set for April 21-23, 1988 at the AM-FAC Hotel, San Francisco.

At the South Section meeting on 9-28-87 and the joint Central and North Section meeting on 10-16-87, CAAJE voted to support SB 1265. The matter will also be on the April 1988 Annual Conference agenda.

CAAJE is also following AB 1725, which, in its present form, provides an infusion of funding for the State's community colleges.

Community Colleges - Win Silva reported that the community colleges will have \$35,000 coming in the spring to update curriculum kinds of courses. The community colleges are trying to upgrade their presentation in all subject matter -- not just Administration of Justice -- so that people can read and write when they get out of community colleges.

California Highway Patrol - John Clements stated that the CHP had just received permission from the State Personnel Board to adopt the use of the POST reading and writing entrance exam, which will be a great improvement over what they have had. This will be administered for the first time at the next testing process.

Calif. Academy Directors' Assoc. - Joe McKeown reported that CADA has just completed its tenth year as an organization. They are taking a survey of themselves to see if they are still meeting the members' needs. There is a questionnaire going out to determine direction and what people want. He also reported that the CADA President, a member of a special committee and himself had been meeting with Norm Boehm and POST staff to resolve some existing problems with both CADA and the consortium. The consortium is also studying the basic course to see if there are some things that can possibly be deleted as there has been a growing amount of legislated additions to training.

Peace Officer Research Assoc. of Calif. - Bill Shinn stated that the PORAC Conference will be this week in Anaheim. There will be a major presentation at the conference on AIDS along with some training in the use of CPR masks. He announced that the PORAC legislative program for this year had been very successful.

Don Beauchamp thanked the Advisory Committee for all the help they have given POST in support of SB 1265, the bond issue.

Norm stated that POST will be pleased, at any time, to have someone brief groups on the bond issue.

OPEN DISCUSSION

Bill Shinn announced that he had been able to participate in the Field Training Officer (FTO) and Substance Abuse Task Forces. His organization had adopted the POST draft model of the FTO program, and it will be an outstanding program. The Substance Abuse Committee is very active, and providing a lot of good input.

ELECTION OF OFFICERS

MOTION - McKeown, second - Lowenberg, carried unanimously to defer the election of officers to the next meeting. It is to be the first order of business.

This action was due to the absence of five members.

ADJOURNMENT

There being no further business to come before the Advisory Committee, the meeting was adjourned at 12:40 p.m.


Imogene Kauffman
Executive Secretary

DEPARTMENT OF JUSTICE

JOHN K. VAN DE KAMP, Attorney General

COMMISSION ON PEACE OFFICER STANDARDS AND TRAINING1601 ALHAMBRA BOULEVARD
SACRAMENTO, CALIFORNIA 95816-7083

GENERAL INFORMATION

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EXECUTIVE OFFICE

(916) 739-3864

BUREAUS

Administrative Services

(916) 739-5354

*Center for Executive**Development*

(916) 739-2093

Compliance and Certificates

(916) 739-5377

Information Services

(916) 739-5340

Management Counseling

(916) 739-3868

Standards and Evaluation

(916) 739-3872

Training Delivery Services

(916) 739-5394

Training Program Services

(916) 739-5372

Course Control

(916) 739-5399

Professional Certificates

(916) 739-5391

Reimbursements

(916) 739-5367

Resource Library

(916) 739-5353



December 11, 1987

Dean Shelton, Chief
South Lake Tahoe Police Department
P.O. Box 16050
South Lake Tahoe, CA 95706

Dear Chief Shelton:

Your letter of December 8, 1987 regarding the possible amendment of Penal Code Section 832.6 to allow certain Nevada peace officers to exercise peace officer powers in California has been received and will be included in the agenda package for the January 21, 1988 Commission meeting in San Diego.

You should be aware that the Commission normally does not take a position on legislative issues that do not directly affect the POST program. This proposal to allow out-of-state peace officers to be designated as California reserve officers would seem to fall into that category. I cannot, however, speak for the Commission on this particular issue, as they have not previously had this topic before them.

At the conclusion of the January meeting, I will inform you of the Commission's action on this matter. If you should desire to discuss the issue further prior to the meeting, please call me at (916) 739-3864.

Sincerely,

NORMAN C. BOEHM
Executive Director

Chief of Police
Burks Dean Shelton

CITY OF
SOUTH LAKE TAHOE
CALIFORNIA
POLICE DEPARTMENT

P.O. Box 16050
South Lake Tahoe
California 95706
(916) 573-2100

1967-1987

30 Years of
Service

December 8, 1987

Commission on Peace Officer
Standards and Training
1601 Alhambra Blvd.
Sacramento CA 95816-7083

This letter is to gain the support of your honorable commission in amending Penal Code Section 832.6. My intent is to provide authority for the local Chief of Police to temporarily appoint Nevada peace officers as California auxiliary police officers, thus affording them police powers in California.

Our professional relationship with Nevada increased greatly out of necessity. Criminals take no heed of state lines, yet our officers, and those of Nevada, must consider jurisdictional and inherent police power restrictions continually.

My proposal would only address those officers assigned to special details such as burglary, homicide and narcotic task force. My recommendation would be to limit each officer of Nevada to a one year status, termination of their assignment, with all cases subject to review.

This authority would provide a more harmonious professional relationship between our agencies, and better serve the citizens of both states.

Although Nevada does have a POST Commission, their standards are not yet comparable to ours. However, I do not see how the exception I ask for would affect the image of the California peace officer. Therefore, I ask your support in this proposal.

Dean Shelton
Dean Shelton,
Chief of Police

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COMMISION ON POST